

# CENTRAL COAST STEM EXPO 2021

## GRADING SCORES DATA-ENTRY INSTRUCTIONS TO JUDGES

The timely and accurate entry of projects scores is essential to timely compilation of project scores, awarding place ribbons, and selecting cash prizes and award winners.

Expectations are: (1) Each judging team of two persons to complete one project's judging within 10 - 15 minutes (the limit of the Zoom call) with a subsequent additional 15 minutes scheduled afterwards for completing the scoring of the project just judged. Recommend you meet your fellow judge (you will be assigned prior to event) and exchange cell phone numbers so you can score projects together so as to avoid a large deviation between the two scores. Judge's scores are recorded into a database for project grading and averaging of the scores. Final scores will be used to assign ribbon placement selection and select prize winners. There is a comments section in the scoring database, so please if you think the student(s) for a project are outstanding and should be considered for special awards, please write comments in that section.

Web-based Google Forms projects score database will be used to enter project scores, using a cellphone, pad, notebook or laptop.

### Instructions

#### **Please verify that all the fields in the form are completed.**

- 1) Your Judge's ID # will be provided to you prior to judging.
- 2) Go to [www.coski.vmsteacher.org](http://www.coski.vmsteacher.org) OR GOOGLE "Coski" to get to Mr. Coski's Homepage.
- 3) Scroll to the bottom of the page. At the bottom left, click "STEM Expo Floor" (this is the live form which will replace "SE Training" link at 4:00 PM, Friday, 14 May.
- 4) Once you log into the Judges Scoring website, you can edit the submitted entry, as long as you don't continue to the next project. You can continue to your next project judging without re-logging into the website.

#### **WARNING -- Scoring Form Data Entry**

**The accurate entry of the Project ID and Judge's ID is essential – otherwise the scores will be assigned to the wrong project or discarded.**

- 5) **The Project ID** # is the number provided to you before judging and will correlate with the break-room in the Zoom call.
  - 6) The **Judges ID** number must be entered. It will be emailed to you prior to the event and it is used to identify your scores in the database.
  - 7) Proceed through the form, enter the scores, then click submit at the end.
  - 8) A judge will be able to stay in the Judges Scoring Website and be able to judge again w/o logging in again
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