

# Student Evaluation Competition

## Rules

### The Competition Day

### Scoring criteria

# Rules

1. There must be at least three and no more than five members to a team.
2. Coaches are asked to ensure they provide the time and attention to coaching that teams require. To this end, we encourage each coach to submit up to 2 teams. The focus should be on ensuring teams have support in preparing for the competition and in learning about evaluation.
3. All team members must be registered in a university or college program (undergraduate or graduate). Team members may be from any academic discipline. Coaches may be professors or individuals with evaluation experience and expertise who can provide guidance to help students prepare for the competition.
4. All students, including previous finalists, can compete as often as they like while enrolled in studies.
5. Teams may be coached prior to the competition, but coaches must not communicate with their teams once the teams have received the case.
6. In preparing their submissions, teams are at liberty to explore any public information source that would be accessible to a consulting group. For example, they may consult books or articles, search libraries, use the Internet, and so forth. Team members are free to leave the work site and take refreshments as they wish, but they may communicate only within the team. They are not to communicate with their coach.

*Suggestion: Share responsibility and control within the group. Remember, it is not important whether you win or lose, but how you play the game. Have fun!*

# The competition day and submission review

1. Organize a place to work with an internet connection to enable downloading of the case and with a printer to produce copies of the case for each team member.
2. Teams **must select a contact person**. On the day of the competition, at an agreed time, the contact person will receive a link to a website containing the case.
3. Once this email is received, the team will have 4 hours (9:00-13:00) to complete the case and send their submission to the email of the Competition organizer. Subsequently, at 14:00, a meeting with the jury will be held, during which the teams will present their proposals.
4. Your submission must be **one PDF document and Word document (same one)** – not a zipped file of multiple documents.
5. Submissions should be concise. Judges will look for quality, rather than quantity.
6. Judges may take up to one month to select the top three submissions and provide feedback for all teams.
7. The Czech Evaluation Society will announce the winner of the competition on its website and contact all the participants directly.

# Scoring criteria

<b>Criterion</b>	<b>Weight</b>
Demonstration of an understanding of the program	%
Appropriateness of the logic model	%
Clarity, completeness and appropriateness of evaluation matrix	%
Appropriateness of (and rationale for) the evaluation design, data collection and analysis plan	%
An assessment of challenges and how these will be addressed	%
Quality of the draft information collection tools	%
Innovative ideas or detailed practical suggestions	%
Quality of the proposal (writing and presentation)	%
<b>Total</b>	<b>100%</b>

The criteria weights will be defined depending on the characteristics of the particular case.

# Contact

**Petra Chaloupková**

[chaloupkova@czecheval.cz](mailto:chaloupkova@czecheval.cz)

**CES Secretariat**

[ces@czecheval.cz](mailto:ces@czecheval.cz)

***Looking forward to having you on board!***