

**BUSINESS OPERATIONS RESEARCH EVENTS
EVALUATION FORM**

		Exceeds Expectations	Meets Expectations	Below Expectations	Little/No Value	Judged Score
PRESENTATION	1.	Opening presentation: description of the plan; organization, clarity and effectiveness of the presentation	10-9	8-7	6-5-4	3-0
	2.	Describe methods used to design research study?	6	5-4	3-2	1-0
	3.	Interpret research data into information for decision-making?	6	5-4	3-2	1-0
	4.	Describe strategies and approaches for leading change? (max 6) Describe the nature of budgets? (max 6)	12	11-7	6-4	3-0
	5.	Professional standards (appearance, poise, confidence), presentation technique, effective use of visuals and participation of all	6	5-4	3-2	1-0
	Presentation Total Points (maximum 40)					
WRITTEN ENTRY		Executive Summary and Introduction				
	6.	<ul style="list-style-type: none"> ▪ 1-3 page description of the project including (max 10) ▪ Description of the business or organization (max 3) ▪ Description of the community (economic, geographic, demographic and socioeconomic factors) (max 3) ▪ Overview of business or organizations mission, target market and existing branding efforts (max 3) 	14-12	11-9	8-5	4-0
		Research Methods Used in the Study				
	7.	Description and rationale of research methodologies selected to conduct the research study	4	3	2	1-0
	8.	Process of conducting the selected research method(s)	4	3	2	1-0
		Findings and Conclusions of the Study				
	9.	Findings of the research study	4	3	2	1-0
	10.	Conclusions based on the findings	4	3	2	1-0
		Proposed Strategic Plan				
	11.	Objectives and rationale of proposed strategic plan	6	5-4	3-2	1-0
	12.	Proposed activities and timelines	6	5-4	3-2	1-0
	13.	Proposed metrics or key PI to measure effectiveness	6	5-4	3-2	1-0
		Proposed Budget				
	14.	Costs associated with proposed strategies	4	3	2	1-0
		Appearance and Word Usage				
15.	Professional layout, neatness, proper grammar, spelling and word usage	4	3	2	1-0	
	Written Entry Total Points (maximum 60)					
	Total Score					