

**FINANCIAL LITERACY PROMOTION PROJECT**  
EVALUATION FORM

			Exceeds Expectations	Meets Expectations	Below Expectations	Little/No Value	Judged Score	
<b>PRESENTATION</b>	1.	Opening presentation: description of the project; organization clarity and effectiveness of the presentation	8-7	6-5	4-3-2	1-0		
		<b>To what extent did the Chapter Representatives utilize Project Management skills to:</b>						
	2.	Initiate the project?	5	4	3-2	1-0		
	3.	Execute and control the project?	5	4	3-2	1-0		
	4.	Manage the project schedule?	5	4	3-2	1-0		
	5.	Manage the project team?	5	4	3-2	1-0		
	6.	Evaluate and close the project?	5	4	3-2	1-0		
	7.	General: Professional standards (appearance, poise, confidence), presentation technique, effective use of visuals and participation of all	7-6	5-4	3-2	1-0		
		Presentation Total Points (maximum 40)						
<b>WRITTEN ENTRY</b>		<b>Executive Summary</b>						
	8.	1-3 page description of the project.	7-6	5-4	3-2	1-0		
		<b>Introduction</b>						
	9.	Description of the local DECA chapter and the school and community	7-6	5-4	3-2	1-0		
		<b>Management of Activity(ies) Targeted at Outside Audience</b>						
	10.	Purpose of activity(ies)	8-7	6	5-4-3	2-1-0		
	11.	Planning and organization of activity(ies)	8-7	6	5-4-3	2-1-0		
	12.	Implementation of activity(ies)	8-7	6	5-4-3	2-1-0		
		<b>Evaluation and Recommendations</b>						
	13.	Evaluation of campaign targeted at the outside audience	8-7	6	5-4-3	2-1-0		
14.	Recommendations for additional new activity(ies) for future campaigns	8-7	6	5-4-3	2-1-0			
	<b>Appearance and Word Usage</b>							
15.	Professional layout, neatness, proper grammar, spelling and word usage	6	5-4	3-2	1-0			
		Written Entry Total Points (maximum 60)						
		<b>Total Score</b>						