

## What to Expect When Judging

You will arrive at the event location and follow signs to the check in table. Once you have checked in and received your information packet, you will find the table with your judging category, and listen to the Judging Orientation.

Your judging packet will include:

- Information about this year's theme
  - Judging criteria and rules for your category
  - Sample questions for judges to ask during the interview process
  - Evaluations with the judging time, project title and student(s) name. The white set is for note taking during the interview process. Colored evaluations are for your final notes that are turned in.
  - Blank paper
  - Information about the facility and the overall event.
- \*Lead judges will also have a ranking sheet.

At the beginning or end of the orientation we may ask for volunteers to change categories due to judges who could not make it at the last minute. We do our best to avoid this but your flexibility is greatly appreciated.

Once the orientation has concluded, you and your judging teammates will proceed to your assigned judging rooms where you will prepare for your first entry.

Entries are scheduled at specific time intervals, depending on which category you are judging. There will be a lunch break midday. After your lunch break is over, you will return to your judging rooms and continue with the remaining entries or run-off rounds.

After the last entry in your judging group has finished, you and your judging teammates will return to your judge orientation room. There you will find a table and discuss comments and ratings, and come to a conclusion about the final overall rankings for the entries in your group. Your team will fill out the ranking sheet and turn them into the Region 8 Ohio History Day staff as soon as possible.

You and your teammates can continue writing comments after these rankings are turned in. Once you are completely finished, you must hand in all evaluation forms, process papers, bibliographies, flash drives, folders, name tags and any other papers you may have to Region 8 Ohio History Day staff.

Some categories may require a run-off round due to the number of submissions. Judges are not expected to complete evaluation forms in the second round, only a ranking sheet for the judge team. Categories that require a caucus of judges in the second round use the lead judges from the teams that have already viewed those projects. (Example: In the first round there were 3 teams of Junior Paper Judges. In the second round the lead of each of those 3 teams will create the caucus for the second round of Junior Papers.)

### Run – off Judging

Category	Students	Judges
Paper	Not present	Caucus of Lead Paper Judges
Documentary	Present, show documentary but not interviewed	New Judge Team
Exhibit	Not Present	New Judge Team
Performance	Present, give performance but not interviewed	New Judge Team
Websites	Not Present	Caucus of Lead Website Judges

Judges are encouraged but not required to attend the afternoon award ceremony.