



APPITA BEST MILL PAPER PRIZE JUDGING CRITERIA

RATING SCALE

Below Expectation – 1

Did not meet Expectations – 2

Met Expectation – 3,

Above Expectation – 4

Exceeded Expectation – 5

ANALYSIS & CONTENT

Content (15 points)

- Original, technically sound and logical; recommendations were relevant, and the message was clear
- Was the information adequately documented?
- Relevance to industry; potential benefits

Analysis (5 points)

- Was there sufficient use of logic, facts, examples, and/or expert opinion?

STRUCTURE

Introduction (15 points)

- Did the speaker get attention?
- Was the topic clearly stated?
- Did the speaker preview & give focus on the key ideas?

Body (25 points)

- Were divisions clear & appropriate to the topic?
- Did the speaker make effective use of signposting, internal summaries & transitions?
- Was adequate time devoted to each division within the 15-min time limit?
Was there a logical progression of ideas?
- Overall was the talk planned, rehearsed and well timed. The presentation must not go over time.



Language (15 points)

- Did the speaker tie the speech together?
- Was the answer to the question clear?
- Was there a note of finality?

Language Style (20 points)

- Was the language suitable to inform the audience?
- Was the language precise, grammatically correct, and vivid?
- Was the delivery natural and spontaneous?
- Did it reinforce the ideas of the speech?

Voice Delivery (15 points)

- Was enunciation clear?
- Was volume appropriate?
- Was there sufficient variety in rate, pause, and pitch?

Virtual Delivery (15 points)

- Effective use of body language; especially eye contact, and voice.
- Create a positive atmosphere: a friendly attitude towards the audience and a sincere approach. (Thru the camera)
- If notes were used, were they unobtrusive during the presentation?

Timing (15 minutes allowed for the main presentation – not including questions)

- Minus 5 points per 5 minutes over time
- Minus 1 point per 5 minutes under time

TOTAL POINTS: 125