

LIFE EVENT PLANNING

Rubric

Portfolio						Points	
(Hardcopy) Portfolio OR Electronic Portfolio 0-5	0 No portfolio presented	1 2 At least one portfolio is not contained in the official FCCLA binder OR Electronic Portfolio not in viewable format to the judges		3 4 Portfolio presented with incorrect labeling /insufficient materials for judges (less than 2 copies of contents) and contains more than 45 pages. OR Electronic Portfolio presented with incorrect labeling/ undesirable graphics, etc.		5 Portfolio is presented with correct labeling and sufficient judge's material OR Electronic Portfolio in viewable format to the judges AND contains no more than 45 pages including: - 1 project ID page - 1 table of contents - 1 planning process - up to 7 divider pages - up to 35 content pages	
Project Identification Page and/or Table of Contents 0-5 points	0 Project Identification Page and Table of Contents is missing	1 Project Identification Page OR Table of Contents is missing	1 2 3 Project Identification Page and Table of Contents is present but includes incorrect information or exceeds one page		4 5 Project Identification Page and/or Table of Contents is present and completed correctly		
FCCLA Planning Process Summary Page 0-5 points	0 Planning Process Summary Page not provided	1 Inadequate steps in the Planning Process are presented	2 All Planning Process steps are presented but not summarized	3 All Planning Process steps are summarized	4 Evidence that the Planning Process was utilized to plan project	5 The Planning Process is used to plan the project; each step is fully explained	
Profile of Event (Role of Needs/Wants) 0-3 points	0 Not included		1 Explanation unclear	2 Explained partially	3 Explained thoroughly		
Profile of Event (Goal Statement/s) 0-2 points	0 Goal(s) of project not stated		1 Goal(s) of project stated		2 Goal(s) of project stated and is measurable, specific and appropriate for the project		
Profile of Event (Role of Values and/or Priorities) 0-2 points	0 Roles of values/priorities not stated		1 Role of values/priorities stated, but unclear		2 Role of values/priorities stated clearly and thoroughly		
Profile of Event (Description of Financial Challenges) 0-3 points	0 Financial challenges were not described		1 Challenge(s) described partially but unclear	2 Challenges partially described	3 Challenges described clearly and thoroughly		
Comparison Shopping (Format) 0-3 points	0 Disorganized, lacks consistent format		1 Format difficult to interpret	2 Format understandable, but could be organized more effectively	3 Format clear and effective		
Comparison Shopping (Sources Identified) 0-3 points	0 No sources stated for goods/services		1 Only one or two sources identified	2 Three or four sources identified and explained fully	3 Five or more sources identified and explained fully and consistently		
Comparison Shopping (Key Considerations)	0 No key features identified as considerations		1 Identified for up to 1/3 of items	2 Identified for up to 2/3 of items	3 Identified for 100% of items in a clear, consistent and		

0-3 points				understandable format	
Comparison Shopping (Quantities of Goods and Services) 0-3 points	0 No quantities shown	1 Quantities shown for up to 1/3 of items	2 Quantities show for up to 2/3 items	3 Quantities shown for up to 100% of items	
Event Plan (List of Goods/Services) 0-3 points	0 Most needed goods/services omitted	1 Many needed goods/services omitted	2 Most needed goods/services	3 All needed goods/services listed	

Event Plan (Quantities and Costs) 0-3 points	0 Quantities and costs not shown	1 Shown for up to 1/3 of items	2 Shown for up to 2/3 of items	3 Shown for more than 2/3 or all items	
Resources Summary (Variety of Resources) 0-3 points	0 Only one type of resource, no variety	1 Two to three types of resources, minimal variety	2 Four to five types of resources, some variety	3 Six or more types of resources	
Resources Summary (Format Used) 0-2 points	0 Disorganized, lacks consistent format		1 Format difficult to interpret	2 Format clear and effective	
Resources (Summary of Learning) 0-3 points	0 No paragraph of learning	1 Summary of learning unclear	2 Only partially explained	3 Explained clearly and thoroughly	
Appearance 0-3 points	0 Portfolio is illegible and unorganized	1 Portfolio is neat but contains grammatical or spelling errors and is organized poorly	2 Portfolio is neat, legible and professional, with correct grammar and spelling	3 Neat, legible, and professional, with correct grammar and spelling used, effective presentation	

Oral Presentation							Points
Organization/Delivery 0-10 points	0 Presentation is not done or speaks briefly and does not cover components of project	1 2 Presentation covers some topic elements	3 4 Presentation covers all topic elements but with minimal information	5 6 Presentation gives complete information but does not explain the project well	7 8 Presentation covers information completely but does not flow well	9 10 Presentation covers all relevant information with a seamless and logical delivery	
Knowledge of Subject Matter 0-5 points	0 Little or no evidence	1 Minimal evidence of knowledge	2 Some evidence of knowledge	3 Knowledge of subject matter is evident but not shared in presentation	4 Knowledge of subject matter is evident and shared at times in the presentation	5 Knowledge of subject matter is evident and incorporated throughout the presentation	
Explained Financial Situation: <ul style="list-style-type: none"> ■ Needs and Wants ■ Goals ■ Values & Priorities ■ Financial Challenges 0-4 points	0 None of the four elements are explained, either partially or in full	1 One to two elements explained, either partially or in full	2 Three elements explained, either partially or in full	3 All four elements explained but one or more is incomplete	4 All four elements explained clearly and thoroughly		
Explained Decisions	0 Did not	1 Mentioned one	2 Mentioned two	3 Explained one	4 Explained two	5 Explained	

Involved in Development Financial Plan for Event 0-5 points	mention/explain any decisions	decision, did not explain	decisions, did not explain	decision	decisions	three or more decisions	
Summary of Ways in Which Financial Planning was Helpful 0-3 points	0 No summary given	1 Summary was ineffective		2 Somewhat effective summary		3 Highly effective summary	

Use of Portfolio and Visuals During Presentation 0-5 points	0 Portfolio and visuals are not used during presentation	1 Portfolio and visuals are used to limit amount of speaking time	2 Portfolio and visuals are used minimally during presentation	3 Portfolio and visuals are incorporated throughout presentation	4 Portfolio and visuals used effectively throughout presentation	5 Presentation moves seamlessly between oral presentation, portfolio and visuals	
Voice—Pitch, Tempo, Volume 0-3 points	0 No voice qualities are used effectively		1 Voice quality is adequate	2 Voice is good but could improve		3 Voice quality is outstanding and pleasing to listen to	
Body Language/ Clothing Choices 0-3 points	0 Body language shows nervousness and unease/inappropriate clothing		1 Body language shows minimal amount of nervousness/clothing is appropriate	2 Body language is good and clothing is professional		3 Body language and clothing choice both enhance the presentation	
Grammar/Word Usage/ Pronunciation 0-3 points	0 Extensive (more than 5) grammatical and pronunciation errors		1 (3-5) grammatical and pronunciation errors	2 Few (1-2) grammatical and pronunciation errors		3 Presentation has no grammatical or pronunciation errors	
Responses to Judges' Questions 0-5 points	0 1 Answers were incomplete or unanswered		2 3 Adequate answers were given to the judges questions but without ease or accuracy		4 5 Appropriate, reflective answers were given to the judges' questions demonstrating lessons learned		

Reason for point deduction _____

SUBTOTAL	
Point deductions from one judge's rubrics	
GRAND TOTAL	

Comments:

Verification of total scores (please initial)

Judge

Event Chair

Tally Room