

## Frequently Asked Questions (FAQs)

Here are the FAQs we have received during the 2020 OVATION judging season:

**Q1: I am not able to see the scores posted by my judging partner. Will this be fixed in AwardForce soon?**

- A. We have worked with AwardForce to fix this problem and have been told by judges that the scores are now visible. Please let me know if your judging partner has posted scores and you are not able to see them.

**Q2. I have a question about how to judge the same entry that is in two different categories. How different should the remarks be? I assume there would be some overlap with comments being similar for some sections.**

- A. Yes, there will be some overlap in the comments but they should still reflect differences based on the evaluation criteria.

**Q3. Where can I find the Evaluation Guides referenced in the webinar?**

- A. We referred to the [Evaluation Guide \(Division 1: Communications Management\)](#), [Evaluation Guide \(Division 2: Communications Skills\)](#) and [Top 10 Tips for Evaluators](#) during the webinar.

The evaluator resources are labelled for Gold Quill Awards but also apply to OVATIONS. Use these Evaluating Excellence Guides to determine if the entry should be marked higher or lower than “4” based on the rubrics listed for each part of the entry.

**Q4. In the webinar it said that, “As part of the reconciliation, your scores for each of the sections need to be within 1.5 points”. Shouldn’t the judges agree upon and submit the exact same scores?**

- A. REVISED: We understand that references to the 1.5 score variance have resulted in some confusion. The bottom line is that you must connect with your partner to reconcile all of your scores – regardless of the score variance.

If you have any concerns or further questions about this, please contact Kimberley Henderson, VP, Programs – [toronto-programs@iabc.to](mailto:toronto-programs@iabc.to)

**Q5. Will we need to change our scores?**

- A. Once you score your entries individually, you will need to reconcile your scores with your scoring partner. Depending on what you and your partner discuss, you may need to change the scores that you entered when scoring your entries individually.

Each evaluator should provide comments. Your comments don’t need to be identical but should also not be contradictory.

**Q6. I once had a partner that was not on the same page with the scoring and it was hard to come to a middle ground. If this should happen again, is there someone from IABC that acts as a mediator in situations like this?**

- A. If you and your partner really have a hard time getting on the same page with the scoring, please contact me as a last resort and myself or someone from the Board will jump in as a third opinion to settle things.

**Q7. I was previously matched with someone who was a new judge who did not score the entry until the last day. I found her comments and scores to completely mirror mine which wasn't fair to the entrants. How do you suggest that we overcome this if it happens again?**

- A. With your new partner this year, propose a judging schedule that allows for buffer time. If your partner is not adhering to the judging schedule that you have agreed to, try connecting with them with a few emails/voicemails.

Also, if you find your partner's comments and scores to mirror yours exactly, I would suggest that you call them to discuss it frankly. Remind them that it's okay for your scores and comments to be different and that the entrant benefits from two perspectives. I expect that taking these steps will result in a positive outcome but in a worst case scenario, please contact me so that I can intervene.