

Evaluation Form for NGC Flower Show Achievement Award

STATE _____ CLUB _____

AWARD NUMBER _____ SHOW TITLE _____

Being an evaluator for an NGC Flower Show Achievement Award requires great attention to details. Before perusing the Book of Evidence or the three forms from the Evaluating Panel of Judges, you are obligated to become familiar with the show's Schedule. Follow the Guidelines for Evaluating NGC Flower Show Schedules found in the 2017 *Handbook for Flower Shows*. Every deduction on this form must be explained with a comment. Every positive comment is re-enforcement to the club as to what was done well. Be specific and factual, avoiding personal opinion and preferences. Thank you for accepting this responsibility. This form will be returned to the sponsoring club upon request.

* * * * *

	COMMENTS	SCORE
I. Schedule 5 Points		
A. <u>One schedule</u> included in inside back cover 1 Point	[]	_____
B. <u>Correctness of text</u> , all required information 4 Points		_____
II. Book of Evidence 18 Points		
A. <u>Cover label</u> ¾ Point Award name & number Show sponsors Show site (City, State)	[]	_____

B. <u>Pages</u> 1 Point Not crowded Legible printing	[]	_____

C. <u>Title Page</u> ¾ Point Award name & number Show sponsors, City, State Applicant name and contact Information	[]	_____

D. <u>Table of Contents</u> ½ Point Items listed by page #	[]	_____

E. <u>Show Description</u> 3 Points 300 words or less; Include title, size, scope, type of show, theme, staging, and special features.	[]	_____

F. Show Data 2 ½ points

Information must appear in body of application and on application.

- 1. Sponsoring organization
- 2. # of members/clubs__ ¼ Point
- 3. # participating ____ ¼ Point
- 4. % participating ____ ½ Point
- 5. Total # of exhibits* ¼ Point
 - Horticulture ____
 - Design ____
 - Education ____
 - Youth/SG ____
 - Botanical Arts ____

- 6. Top Exhibitor Awards offered/not placed ¼ Point
 - Horticulture ____/____
 - Design ____/____
 - Education ____/____
 - Youth/SG ____/____
 - Botanical Arts ____/____

*Optional Divisions not required

()
()
()
()

()

Data total

G. Photographs 3 Points

- 1. Top Exhibitor Award winners in all divisions 1 Point
- 2. Each picture labeled with Division, Section, Class, Award and brief description. 2 Points

H. Staging 4 Points

- Theme staging overall 2 Points
- Actual staging in each Division and Section. 2 Points

I. Publicity 1 Point

Newspapers, magazines w/name and date, scripts from media broadcasts, posters, etc.

J. Conformance 1 ½ Points

Adherence to sequential order and other requirements.

III. Distinction 2 Points

Evidence of quality exhibits, creative staging, overall unity, special features.

Possible total score 25 Points

Actual BOE Score _____

Comments about the evaluation: may include suggestions for improvements for future shows. Must include a summary of Evaluating Panel's concerns & impressions of show.

How to Determine the Final Score for the NGC Flower Show Achievement Award

List Actual BOE Score _____ Multiply by 4 _____

List the three individual scores of Evaluating Panel _____

Add the four scores to obtain the TOTAL of 4 SCORES _____ (Must be ≥ 380 Points to qualify).

Divide TOTAL by 4 to yield application FINAL SCORE _____ (Must be 95 or above to merit NGC FS Achievement Award)

Example: If Actual BOE score is 24
If Actual Evaluating Judges scores are 97, 98, 99
 $24 \times 4 = 96$ $96 + 97 + 98 + 99 = 390$ $390 \div 4 = 97.5$
Final Score for NGC Flower Show Achievement Award is 97.5