

Interview Judges Instructions

Provided Supplies:

- Interview Schedule
- Project Guidelines
- Interview Questions
- Project Books
- Pens/Pencils



1. Greet the 4-H'er
 - a. Ask their name and for their scoresheet. Please make sure the top of the scoresheet is filled out correctly.
2. Interview preparation
 - a. Open their project book. If the 4-Her has signed up for the winning plan there will be a winning plan form describing the accommodations agreed upon. These will also give you guidance for the interview.
3. Interview- *Refer to interview Tips for Judges*
 - a. Begin the interview using the scoresheet and interview questions to guide the conversation.
 - b. Be sure to provide comments on the scoresheet when there is an area that needs improvement; what was not done well and suggestions for how to improve. Always end with a positive comment- keep up the good work, you have learned a lot this year, etc.
 - c. Each youth will earn an A, B, or C grade for their project. This is based on your evaluation of completion of project requirements, project knowledge, exhibit and interview.
 - d. Each interview should take no more than 10 minutes.
4. Wrap-up
 - a. Complete the scoresheet, clearly indicating grade.
 - b. The original scoresheet goes in your folder and the 4-Her receives the copy.
 - c. The 4-Her may pick up their ribbon at the ribbon table.
5. Special Awards and State Fair
 - a. If you are judging a project that is eligible for state fair or other special awards you will have an additional sheet in your packet. When you have a 4-Her that you feel is in the running for the special award be sure to write their name on the worksheet. This will help you remember what scorecards you may want to reference back to when determining special awards winners.