

Scoring Procedures for Reviewing Wisconsin 4-H Youth Development Educational Materials

Submission Options (Select one)

Option A: Stand-Alone Activity Plan – Must meet first 11 criteria

This can be a single stand-alone activity that has been tried and tested on a local level. Evaluation data does not have to be included, but the author should have successfully used the activity with local audiences.

Option B: Activity Plan Series *with* Pilot Data – Must also meet Criteria 14

This option includes activity packets that have been pilot tested along with evaluation data to support Criteria 14. The author must initiate this process, collect the data and write results, but members of the Wisconsin 4-H Curriculum Team can help pilot materials and collect evidence that participants using these materials generally achieve the major objectives. Evaluation tools can be posted on the Wisconsin 4-H Web Site so that all Wisconsin 4-H Staff can be invited to participate in the piloting.

Jury Procedures

1. Authors submit activity plans to the State Distance Learning Specialist who will recruit the juries. Plans will be posted on the Curriculum Teams Desire2Learn web site.
2. A Jury of at least three peers with expertise in youth development and experiential learning will review the documents to determine acceptance into the Wisconsin 4-H Activity Collection that will be published on the state 4-H web site. Members of the 4-H Curriculum Team will serve as Jury Chairs and Primary Reviewers.
3. Additional content specialists and reviewers will be sought as needed to assure accuracy and link to Wisconsin academic standards.
4. Reviewers will individually rate the Activity Plans using a four-point scale and add comments to justify their ratings. Scores will all be aggregated via the D2L web site. If an activity clearly meets the necessary criteria, it is posted on the state 4-H web site.
5. If it does not meet criteria, the Jury can meet via phone to make final recommendations. If it does not pass, a Primary Reviewer will be assigned to work with the author.

The following four-point scale is used:

- 4 = Unquestionably meets criteria
- 3 = Meets criteria to a satisfactory degree
- 2 = Does not quite meet criteria
- 1 = Clearly does not meet criteria

1. ACCEPTED INTO THE WISCONSIN ACTIVITY COLLECTION

An average of 3.0 points or higher for *each* required criteria must be achieved. This curriculum product will be recommended for statewide use and sent to the State Distance Learning Specialist for formatting, final proofing and posting on the state 4-H web site.

2. NOT ACCEPTED INTO THE WISCONSIN ACTIVITY COLLECTION

One or more of the required criteria scored an average lower than 3.0. The Jury will decide if the activity:

- a) Needs *slight* revisions and should go back to the Primary Reviewer. After concerns expressed by the Jury have been appropriately addressed, the Primary Reviewer sends it to the State Distance Learning Specialist for formatting, final proofing and posting on the state 4-H web site. If the Primary Reviewer determines it still does not meet criteria, it then needs to go back to the Jury.
- b) Needs *major* revisions and should be resubmitted to the Jury after concerns expressed by the Jury have been appropriately addressed.

Adapted from National Criteria for 4-H Youth Development Educational Materials, 2000

Revised by Dr. Kathi Vos, Experiential Learning Specialist, 9/1/04

Approved by 4H Afterschool Curriculum Work Team, 9/7/04

Revised by Dr. Kathi Vos, Experiential Learning Specialist, and Paula Huff, Oconto County 4-H Youth Development Agent, 11/8/04

Revised on 9/22/05 with input from the 4-H Afterschool Team and on 9/27/05 by the 4-H Curriculum Team

Revised on 8/2/06 by Wisconsin 4-H Staff Kathi Vos, Wayne Brabender, and Ruth Schriefer