

## ROUND "B" EVALUATION FORM (2004 ED.)

Team Name: \_\_\_\_\_

(Opposing Team Name: \_\_\_\_\_)

Name of Referee: \_\_\_\_\_

Each evaluation item should be evaluated on a 6-point scoring system (minimum score 1, maximum score 6), based on an absolute evaluation, rather than a comparative assessment. Accordingly, if, for example, both teams have performed in an exceptional manner, both teams should be given 6 points. Evaluation scores must be expressed with whole numbers, giving a score between 1 and 6. (If you award half-points, the score will be recorded as the lower whole number; thus, for example, a score of 5.5 points would be treated as 5 points.)

For the evaluation of the scores, the following suggestions may be helpful. An average performance should be awarded a score of 3.

- 6 points: Exceptional. Their performance matches that of business persons with at least 3 years' experience in business after having graduated from college. The performance was exceptionally good for students.
- 5 points: Excellent. Their performance matches that of business persons with 3 months to 6 months' experience in business after having graduated from college. Within top 10% level for students.
- 4 points: Fairly good as beginner business persons. Within top 11% to 25% level for students.
- 3 points: Average as beginner business persons. Just above average for students, falling within top 26% to 50%.
- 2 points: Very unsatisfactory as beginner business persons. Unsatisfactory as students, falling within top 51% to 70%.
- 1 point: Disastrous, falling within the bottom 30%.

1. Logicality and Persuasiveness

Whether arguments were persuasive. \_\_\_\_\_points (1)

Criteria of evaluation:

Whether the arguments were logically consistent. Whether the arguments were too wordy or repetitive. Whether arguments got to the heart of the matter.

2. Communication Skill

(1) Whether negotiators could communicate to the other party what they wanted to convey. Whether there were matters that could not be well understood by the other party (not due to the fault of the other party).

\_\_\_\_\_points (2)

Criteria of evaluation:

Capability, imagination and efforts to ensure the other party understood what the negotiators wanted to communicate.

Examples of reasons for deducting points:

Difficulty in getting to the point. Repetitious. Could not find proper expression smoothly. Speaking without paying attention to the other party's understanding.

(2) Whether the team tried to understand the other party.

\_\_\_\_\_points (3)

Criteria of evaluation:

Whether the team tried hard to listen to and understand the other party's arguments. Whether the team tried to dig out as much information as possible from the other side. Whether questions to the other party got to the heart of the matter. Whether questions were effectively made.

Examples of reasons for deducting points:

Too talkative, suppressing the other party's speaking. Untimely breaking in on the speaking of the other party.

(3) Attitude, behavior and manner of discussion

\_\_\_\_\_points (4)

Criteria of evaluation:

Whether negotiators inadvertently gave way to their feelings. Whether there were personal attacks. Whether negotiators spoke clearly. Whether negotiators' attitude and use of words were appropriate, as business persons.

Examples of reasons for deducting points:

Losing one's head. Acts of impoliteness. Unduly soft voice.

Examples of reasons for enhancing score:

Being calm. Quick and witty response.

### 3. Agreement

(1) Whether the contents of the agreement (L/I) is beneficial to the team. \_\_\_\_\_points (5)

Criteria of evaluation:

The referee should evaluate putting emphasis on the process of negotiation under the given conditions as an important factor.

Whether the result of the agreement is advantageous to Blue or Red, as the case may be, under the given conditions. If the referee believes that the agreement achieved a win-win result, 1 point should be added to the score of both parties. If no agreement is reached, each team should get 3 points.

(2) Whether the Letter of Intent properly expressed the contents of the Agreement. \_\_\_\_\_points (6)

Criteria of evaluation:

Whether the Letter of Intent well expressed the contents of the agreement reached (including whether the Letter of Intent was well organized).

### 4. Teamwork \_\_\_\_\_points(7)

Criteria of evaluation:

Whether each member played his/her given role, coordinating efficiently with other team members. Whether each speaker well understood his/her role in the negotiation

5. Preparation in advance

(1) Preparation \_\_\_\_\_points (8)

Criteria of evaluation:

Understanding of given facts and materials. Whether negotiators researched and understood necessary social and technical background.

(2) Preparation of negotiation strategy \_\_\_\_\_points (9)

Criteria of evaluation:

Whether the objectives and reasoning set forth in the preparatory memorandum for Round B were proper and well written. Whether the negotiation strategy was effective.

6. Self Evaluation \_\_\_\_\_points (10)

Criteria of evaluation:

Whether the team objectively evaluated its performance, including good and bad points.

Total score ( 1 ~ 10 ) = \_\_\_\_\_