



**Appendix B-1. The Examination for Accreditation in Public Relations
Panel Presentation Scoring Form: First Vote**

Candidate

Name of PRSA Chapter _____
 or
 Participating Organization _____
 Panel Presentation
 Evaluator _____
 Panel Presentation
 Evaluator's Signature _____
 Date of Panel
 Presentation _____

Instructions

Without discussion with your colleagues on the Panel Presentation, assess the candidate you have just examined on each of the 12 criteria below on a scale of "0" to "3." Refer to Appendix A: Twelve Areas of Competency Assessed by the Panel Presentation for more detailed explanation of each skill area. In assessing the candidate in each area, panelists use a scale of "0" to "3" defined as:

- 0 = the candidate was unable to demonstrate any knowledge, skills or abilities in the rated areas;
- 1 = the candidate demonstrates a very weak level of knowledge skills and abilities in the rated area;
- 2 = the candidate shows acceptable knowledge, skills and abilities in the rated area;
- 3 = the candidate demonstrates exceptional knowledge, skills and abilities in the rated area.

If the candidate has earned a "Not Advance" assessment (fewer than 24 points total *or* an assessment of 0 in any knowledge, skills and abilities category), assign a "Not Advance" assessment and briefly list the reasons why you have done so on the form found in Appendix H (for example, a short set of bulleted items).

Give this completed form to your Panel Presentation chair.

Skill	Demonstrated in	Score (0-3)
1. Creative conceptualization/creativity	Questionnaire (all sections); Panel Presentation	
2. Initiative	Questionnaire (section 2); Panel Presentation	
3. Interpersonal skills	Panel Presentation	
4. Management skills	Questionnaire (section 1)	
5. Multi-tasking	Questionnaire (section 2); Panel Presentation	
6. Flexibility	Questionnaire (all sections); Panel Presentation	
7. Time management	Questionnaire (section 1)	
8. Uses multiple delivery mechanisms	Panel Presentation	
9. Communication skills/Speaking	Panel Presentation	
10. Communication skills/Writing and Editing	Questionnaire (all sections); Panel Presentation	
11. Communication skills/Listening	Panel Presentation	
12. Presentation skills	Panel Presentation	
TOTAL SCORE		



**Appendix B-2. The Examination for Accreditation in Public Relations
Panel Presentation Scoring Form: Second Vote**

Candidate _____

Name of PRSA Chapter _____

or

Participating Organization _____

Panel Presentation Evaluator _____

Panel Presentation Evaluator's Signature _____

Date of Panel Presentation _____

Instructions

Following discussion with your colleagues evaluating the candidate's Panel Presentation, score the candidate you have just examined on each of the 12 criteria below on a scale of "0" to "3. Refer to Appendix A: Twelve Areas of Competency Assessed by the Panel Presentation for more detailed explanation of each skill area. In assessing the candidate in each area, panelists use a scale of "0" to "3" defined as:

- 0 = the candidate was unable to demonstrate any knowledge, skills or abilities in the rated areas;
- 1 = the candidate demonstrates a very weak level of knowledge skills and abilities in the rated area;
- 2 = the candidate shows acceptable knowledge, skills and abilities in the rated area;
- 3 = the candidate demonstrates exceptional knowledge, skills and abilities in the rated area.

If the candidate has earned a "Not Advance" assessment (fewer than 24 points total *or* an assessment of 0 in any knowledge, skills and abilities category), assign a "Not Advance" assessment and briefly list the reasons why you have done so on the form found in Appendix H (for example, a short set of bulleted items).

Give this completed form to your Panel Presentation chair.

Skill	Demonstrated in	Score (0-3)
1. Creative conceptualization/creativity	Questionnaire (all sections); Panel Presentation	
2. Initiative	Questionnaire (section 2); Panel Presentation	
3. Interpersonal skills	Panel Presentation	
4. Management skills	Questionnaire (section 1)	
5. Multi-tasking	Questionnaire (section 2); Panel Presentation	
6. Flexibility	Questionnaire (all sections); Panel Presentation	
7. Time management	Questionnaire (section 1)	
8. Uses multiple delivery mechanisms	Panel Presentation	
9. Communication skills/Speaking	Panel Presentation	
10. Communication skills/Writing and Editing	Questionnaire (all sections); Panel Presentation	
11. Communication skills/Listening	Panel Presentation	
12. Presentation skills	Panel Presentation	
TOTAL SCORE		



Appendix G. Form: Panel Presentation Summary of Candidate's Performance

Candidate _____

Name of PRSA Chapter
or Participating
Organization _____

Date of Panel
Presentation _____

In our unanimous opinion:

- We recommend that the Universal Accreditation Board Advance this candidate to the computer-based Examination for Accreditation in Public Relations.

- We recommend that the Universal Accreditation Board Not Advance with this candidate to the computer-based Examination for Accreditation in Public Relations at this time.

In our collective opinion, this candidate earned a Not Advance assessment in the Panel Presentation for these reasons:

(Print name and sign)

Panel Presentation chair _____

Panel Presentation
Evaluator _____

Panel Presentation
Evaluator _____

Attach the Panel Presentation evaluator's first and second vote forms listing their individual scores and reasons that the candidate did not earn an Advance to the computer-based Examination.

Note: The Score Summary, including any comments, can be provided to the candidate upon his/her written request whether your panel does or does not Advance the candidate.

