

RPW205 Podcasting

Project Evaluation: Podcast Series Episode # (PSE#)

The checklists indicate project elements where your submission meets expectations, and if applicable, where it still could benefit from further development or continued refinement. (The key to the #uative comments is included below the checklist.) Your score by category appears in the Project #uation to the right.

Evaluation Criteria: Content

- # Memos are framed properly, provide appropriate context & discussion of the submission, & request appropriate action regarding the accompanying submission.
- # Host & guest(s) (if applicable) & topic(s) for podcast episode identified in the opening moments & accompanying docs.
- # Episode composed of coherent, topically focused discussion.
- # Episode closes professionally.
- # Episode opens & closes with appropriate theme music/other media.
- # Treatment provides appropriate detail about the participant(s), topic(s), keywords, & discussion outline.
- # Transcript is complete, including time stamps & speaker names.

Evaluation Criteria: Design & Delivery

- # Memos meet format/layout expectations for the genre.
- # Episode audio is strong, clear, & free of glitches or production issues.
- # Treatment establishes & maintains a strong, consistent visual logic.

Project Evaluation

Total Points (200 possible)	#
Content (80 points possible)	#
Design & Delivery (80 points possible)	#
Professionalism (40 points possible)	#

Evaluation Criteria: Professionalism

- # Submission includes the required, properly labeled files in appropriate formats posted to the designated location.
- # Submissions demonstrate consistent professionalism & attention to detail.
- # Audio editing is effective, professional.
- # Written & audio content are grammatically sound (within acceptable norms for professional presentation).
- # Written & audio content are stylistically appropriate (economical, direct; within acceptable norms for professional presentation), & utilize audience-appropriate terminology.

Evaluation Criteria Key

- 1 exemplary, minor flaws only
- 2 strong, much more successful than not
- 3 evident, would benefit from more revision
- 4 particularly weak, needs significant work
- 5 missing or greatly misunderstood
- na does not apply to this submission