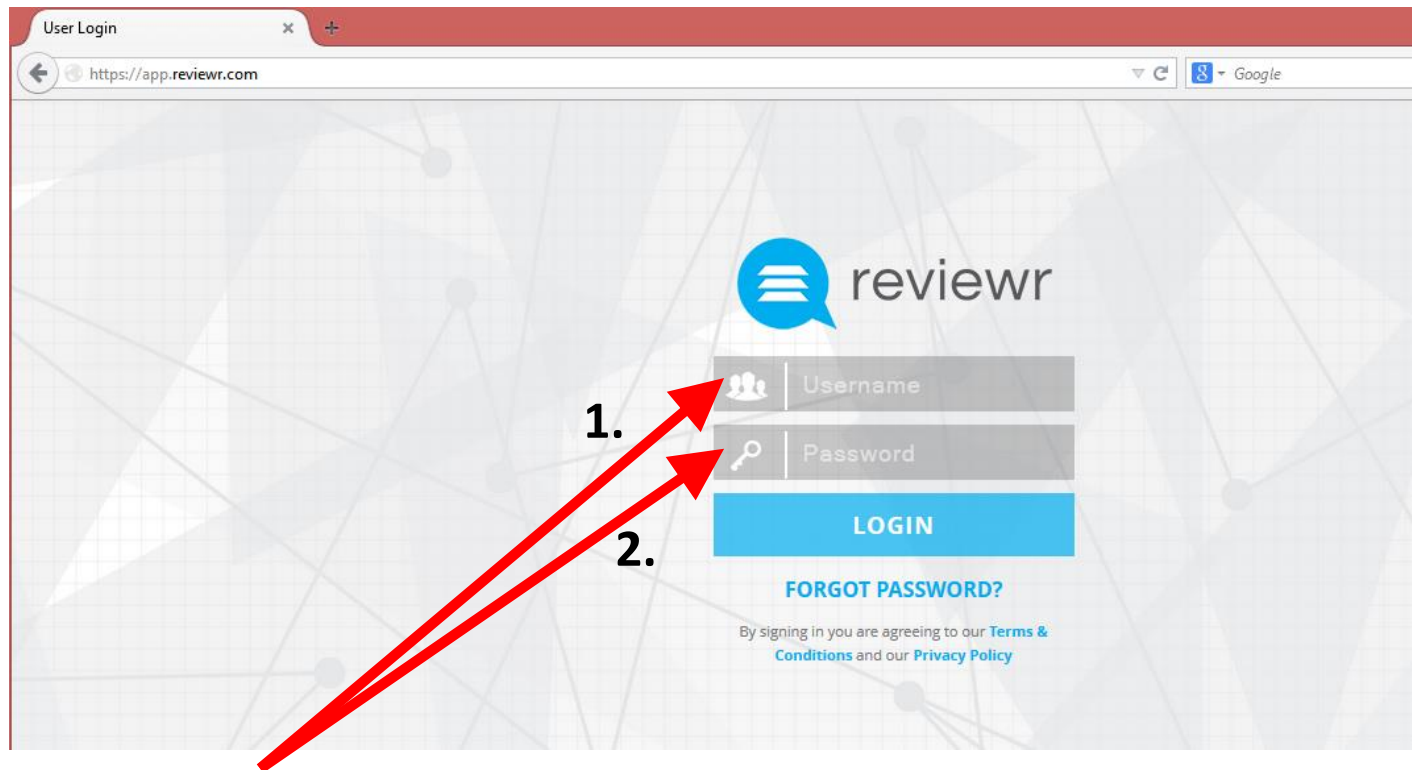


2016 National Business Plan Competition

JUDGE INSTRUCTIONS FOR SCORING THE WRITTEN BUSINESS PLAN

1. Go to <http://app.reviewr.com>



2. Enter the Username (1) & Password (2) that was provided to you

This is the “Manage Submissions” Page

Submission Listing for Judge x

https://app.reviewr.com/s1/judge/submissions?redir=judgetdesign&evtid=1270145

reviewr

RESET PASSWORD MARK LIPARI LOGOUT

2016 - VEI National Business Plan Competition
Type: Competition 1

SUBMISSIONS PROFILE

MANAGE SUBMISSIONS

INSTRUCTIONS

Thank you very much for agreeing to serve as a reviewer for the 2016 VEI National Business Plan Competition!

To begin reviewing submissions, please take the following steps:

1. Scroll down the page to the submission list. See all incomplete submissions listed in Red.
2. Click "View" next to the submission.
3. Read through ALL of the information on that submission
4. Scroll to the top of the page and click the orange "Evaluate Now" button in the right-hand corner.
5. Key in your valuable feedback for these participants and BE SURE TO CLICK SUBMIT when you are finished. This will drop you back into the submission view of the submission you just scored.
6. Click "Submissions" along the left-hand side of the screen to return to your list. See that your newly-scored submission is now listed in green and is complete.
7. Repeat steps 2-6 for all submissions.

PLEASE NOTE: The evaluation website has a two-hour time limit. If you are inactive on the website for 2 hours or more, you will be automatically logged out. The evaluation form you are on at the time of logout will lose its scores. You may log back in and complete your evaluations.

Please feel free to contact support@pitchburner.com if you experience any technical difficulties.

Thank you and happy judging!

ATTACHMENTS

NAME	DESCRIPTION
Reviewer Instructions	PDF Download

1. Read the instructions

2. Scroll down on the page to see the plans that you need to score

This is where you will find the Business Plans that you need to score

technical difficulties.
Thank you and happy judging!

Recommended Q&A
No

2015-2016 VPI National Evaluation Form

SUBMISSION NAME FIRST NAME LAST NAME PROGRESS

Any

ACTIONS	Submission Name	Team	Date	Grading Status
View	FITspiration	Shae Fahey	Mar 3, 2016 1:11:15 PM UTC	Incomplete
View	The Edge	Tom Cook	Mar 4, 2016 8:15:33 PM UTC	Incomplete
View	Vitality, Inc.	Kathy McCoy	Mar 7, 2016 3:10:18 PM UTC	Incomplete
View	ROC Security	Ron Remick	Mar 7, 2016 4:40:48 PM UTC	Incomplete
View	Helios	Amy Demchak	Mar 7, 2016 6:02:58 PM UTC	Incomplete
View	Envision North	Jared Young	Mar 7, 2016 7:35:26 PM UTC	Incomplete
View	Salubre	Jacob Browarski	Mar 7, 2016 8:25:36 PM UTC	Incomplete
View	Concierge Ticket Brokerage	Paul Presti	Mar 18, 2016 6:12:50 PM UTC	Incomplete

This is the grading status of each entry

Click on "VIEW" to see an individual plan

This page will show all of the submission information for this VE firm.

The screenshot shows the reviewr website interface. The top navigation bar includes links for RESET PASSWORD, MARK LIPARI, and LOGOUT. The left sidebar contains the Virtual Enterprises International logo and navigation links for SUBMISSIONS and PROFILE. The main content area is titled SUBMISSION VIEW and includes a BACK button and a PRINT button. The submission details for FITspiration are shown, including the PLAN NAME, LOGO, CREATED DATE, and LAST UPDATED. The SUBMISSION FORM section contains a warning about a 2-hour time limit. The FIRM INFORMATION section lists the firm name and email address. The REQUIRED DOCUMENTS section includes links to upload the business plan and firm logo. The EVALUATIONS sidebar on the right shows the deadline for evaluations and a button to EVALUATE NOW.

1. Scroll down on the page until you find the “Required Documents”

2. Click on the Business Plan in PDF file format (The plan will open in a new tab)

3. Click on “EVALUATE NOW” to enter the scores for this plan.

To score this plan:

1. Scroll down on the page until you find the “Required Documents”

2. Click on the Business Plan in PDF file format (The plan will open in a new tab)

3. Click on “EVALUATE NOW” to enter the scores for this plan.

Enter scores for each section of the Business Plan:

1. Review each section of the Business Plan

2. Select the number (1-5) indicating the score for each section

3. Enter your comments for each section
(Comments are encouraged but not required)

1. Executive Summary

SCORE FOR 1. EXECUTIVE SUMMARY

Please Select

Please Select

5

4

3

2

1

2. About the Business

- Company Overview:
- Mission Statement:
- Management Functions:
 - Planning
 - Organizing
 - Directing
 - Controlling
- SWOT Analysis

1. Executive Summary

SCORE FOR 1. EXECUTIVE SUMMARY

Please Select

COMMENTS REGARDING "1. EXECUTIVE SUMMARY"

When you have finished entering your scores for this plan, please enter overall comments on the plan. **This is required.**

MOST IMPORTANTLY!


You must click the “SUBMIT” button.

DO NOT SELECT “CLOSE”

If you select “CLOSE”, your score and comments will NOT be entered and you will have to rescore the plan.

Total Score: /100%

(REQUIRED) OVERALL COMMENTS, QUESTIONS, ADVICE:



Click the orange SUBMIT button below to enter your evaluation. When you click submit, this evaluation form will automatically close.

If it does not automatically close, please scroll up and double-check your answers, as you may have missed a question. Then, click submit again.

SUBMIT

CLOSE

Once you SUBMIT the score for this plan, you will be directed back to the “Submission View” page.

1. Confirm that your score has been entered
2. Return to the “SUBMISSIONS” page to score the next plan.

The screenshot displays the 'SUBMISSION VIEW' page for the '2016 - VEI National Business Plan Competition'. The left sidebar contains links for 'SUBMISSIONS' (highlighted with a red arrow and number 2) and 'PROFILE'. The main content area shows the submission details for 'FITspiration', including a logo, creation date (3/3/16 8:11:15 AM EST), and last updated date (3/3/16 8:14:40 AM EST). The 'EVALUATIONS' section on the right shows the deadline (April 18, 2016), the room (ROOM 2), and the score (82.0, highlighted with a red box and number 1). A red arrow and number 3 point to the 'EVALUATE NOW' button.

3. If the score does not appear here <or> if you made a mistake

- Go back to “EVALUATE NOW”
- Select “ENABLE EDITING”
- Re-enter your scores and comments

This is where you will find the Business Plans that you need to score

PLEASE NOTE: The evaluation website has a two-hour time limit. If you are inactive on the website for 2 hours or more, you will be automatically logged out. The evaluation form you are on at the time of logout will lose its scores. You may log back in and complete your evaluations.

Please feel free to contact support@pitchburner.com if you experience any technical difficulties.

Thank you and happy judging!

Recommended Q&A
No

This is the grading status of each entry

SUBMISSION NAME FIRST NAME LAST NAME PROGRESS

 Any

SEARCH **RESET**

ACTIONS	Submission Name	Team	Date	2015-2016 National Evaluation Form
View	FITspiration	Shae Fahey	Mar 3, 2016 1:11:15 PM UTC	Score: 82.00
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View	ROC Security	Ron Remick	Mar 7, 2016 4:40:48 PM UTC	Incomplete
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View	Conclerge Ticket Brokerage	Paul Presti	Mar 18, 2016 6:12:30 PM UTC	Incomplete

Click on “VIEW” to score the next plan