

ACTE: Individual/Group Audio Rubric

DIRECTIONS

1. Ask the student/group for the **printed portfolio**. Digital or electronic portfolios are not accepted. Students have no more than 5 minutes for project setup. While they set up, score the printed portfolio using the checklist below.
2. Confirm that the audio project and its production assets are student-created. **AI-generated audio is prohibited.** This includes generative-AI-created voices, narration, music, lyrics, sound effects, audio performances, or other audio content used in the project. If AI-generated content is suspected or disclosed, pause scoring and refer the entry to ACTE staff.
3. The student/group has a maximum of 10 minutes to present the project. Judge the audio project and presentation using the criteria on page 2. The student may choose which portion of a longer project to show.
4. After the presentation, judges may ask questions for no more than 5 minutes. Judges are not limited to the suggested topics in the rubric.
5. Enter a score for every criterion. Add the Portfolio Score and Project & Oral Presentation Score for the final score, then initial page 2.

PRINTED PORTFOLIO CHECKLIST			Points
Online Orientation Certificate	0 The Online Orientation Certificate is missing.	10 The Online Orientation Certificate is printed and placed as page 1 of the portfolio.	
Printed Portfolio	0 No printed portfolio is submitted, or only a digital/electronic portfolio is provided.	10 A complete printed portfolio is submitted at judging. Digital portfolios are not accepted.	
Required Portfolio Sections	0 Required printed portfolio sections are not provided.	10 Printed portfolio includes these 9 sections: 1. Online Orientation Certificate (first page) 2. Project identification page: student name(s), school, category, level, and region 3. Table of contents 4. Project narrative: purpose, learning, and benefit 5. Software and hardware used 6. Script, rundown, cue sheet, track list, recording plan, or other pre-production evidence 7. Screenshots of the multitrack session, waveform, timeline, mixer, or other production evidence showing development 8. Works cited/bibliography and asset/source credits 9. Signed statement that the audio project and included production assets are student-created and contain no AI-generated audio or assets	
Judges Printed Portfolio Checklist Score			/30

This section is valued at 30 points total.

AUDIO PROJECT & ORAL PRESENTATION RUBRIC

Select the score range that best matches the demonstrated level. Enter one numeric score from 0-10 for each criterion.

PROJECT					Points
Purpose, Structure & Audience					
0 No identifiable purpose, audience, or structure.	1-3 Purpose is unclear; content is disorganized or difficult to follow.	4-6 A basic purpose and structure are evident, but pacing or organization is uneven.	7-9 Clear purpose for a defined audience with logical structure and effective pacing.	10 Compelling, audience-centered concept with polished structure and purposeful pacing.	
PROJECT					Points
Recording Quality & Vocal Clarity					
0 Audio cannot be understood or evaluated.	1-3 Frequent noise, distortion, clipping, echo, or poor microphone technique interferes with understanding.	4-6 Voices and primary sounds are understandable, but quality or consistency varies.	7-9 Clean, clear recording with strong microphone technique and only minor distractions.	10 Exceptional recording quality with professional clarity, presence, and consistency.	
PROJECT					Points
Editing, Timing & Transitions					
0 No purposeful editing or sequencing is evident.	1-3 Edits are abrupt or confusing; timing, pauses, and transitions interfere with the project.	4-6 Basic editing supports the content, but timing, cuts, fades, or transitions are uneven.	7-9 Precise edits, effective timing, and smooth transitions create a cohesive listening experience.	10 Seamless editing and expertly controlled pacing, fades, transitions, and continuity.	
PROJECT					Points
Mixing, Levels & Sound Design					
0 Levels prevent the project from being heard or understood.	1-3 Voice, music, and effects compete; volume changes or imbalance frequently distract.	4-6 The mix is generally understandable but includes noticeable level, balance, or sound-design issues.	7-9 Balanced voice, music, ambience, and effects support the purpose without overpowering one another.	10 Professional mix with consistent loudness, clean balance, intentional sound design, and strong spatial clarity.	
PROJECT					Points
Originality, Purpose & Student Authorship					
0 Purpose or student authorship cannot be established.	1-3 Work shows limited original decision-making; sources or production process are unclear.	4-6 Purpose and student contribution are evident, though creative choices or documentation are basic.	7-9 Original, purposeful work with clear student ownership and well-supported production evidence.	10 Distinctive creative voice, meaningful purpose, and convincing evidence of independent student authorship.	
PRESENTATION					Points
Explanation of Process & Professional Delivery					
0 Does not explain the project or production process.	1-3 Explanation is difficult to follow; limited eye contact, volume, or preparation.	4-6 Explains major steps and tools, but detail, organization, or delivery is inconsistent.	7-9 Clearly explains planning, recording, software, editing, mixing, revisions, and creative choices.	10 Confident, concise, and engaging explanation demonstrates command of the complete audio workflow.	
QUESTIONS					Points
Knowledge, Problem-Solving & Responses					
0 Does not answer judges' questions.	1-3 Answers are incomplete or show little understanding of tools and production decisions.	4-6 Answers most questions and describes basic recording, editing, or mixing challenges.	7-9 Provides specific, accurate responses about equipment, software, troubleshooting, sources, and decisions.	10 Insightful responses demonstrate deep technical understanding, reflection, and equal contribution by group members.	
AI-GENERATED AUDIO PROHIBITED					
Entries may not contain generative-AI-created audio or production assets, including voices, narration, music, lyrics, sound effects, audio performances, or other audio content used in the project. Judges should not independently penalize suspected use; pause scoring and refer the entry to ACTE staff for review.					
Judges Printed Portfolio Checklist Score					/30
Audio Project & Oral Presentation Score					/70
Total Project Score					/100
Ranking (ACTE Staff Only)					

Judges Initials: _____