Scoring at Consensus

Reaching Consensus on Item Scores

- ✓ The first opportunity to reach consensus on item scores is during virtual consensus. If the team reaches consensus at this stage, each item lead should merely be prepared to confirm the score with the team scorekeeper during the discussion of the item.

- ✓ During the consensus call(s), for those items that did not receive virtual consensus on the score or for items that had substantial changes in the comments during the call, the assigned item lead proposes a scoring range. Next, team members reach consensus on the range, and the item lead proposes a percentage score within the range. The team members then attempt to reach consensus on a score.

- ✓ If, after a discussion, the team cannot reach consensus and the difference in proposed scores among team members on the call is 30 percentage points or fewer, the score is the average of team members' proposed scores, rounded to the nearest 5 points.

Understanding Item, Category, and Total Scores
(BOSS automatically performs all calculations.)

Item Scores

- ✓ Based on the item score you enter on the Consensus Review Worksheet, BOSS populates the **percentage score** and **points** for the item on the Score Summary Worksheet.

Category Scores

- ✓ The worksheet calculates the consensus **point** score for each category by adding the point scores for all items in the category. These scores are **whole numbers**.

Subtotal Scores

- ✓ The worksheet calculates the subtotal scores for process and results items by adding the point scores for categories 1–6 and for category 7, respectively.

Grand Total

- ✓ The grand total of consensus **points** is the sum of the point scores for all seven categories (or all items).

Reviewing Scoring Band Descriptors

- ✓ BOSS assigns process and results scoring bands automatically based on the subtotal scores for process and results items.

- ✓ The team reviews each identified band to confirm that the descriptor for the band constitutes the best fit for the applicant's overall performance.

- ✓ If the score is on the margin of two bands (within 10 points) and the team does not agree with BOSS's automatic selection, the team leader changes the band in BOSS and sends an e-mail to the Award Process hotline (bossmail@nist.gov) saying that the team has selected the other band. The feedback report will reflect the band chosen by the team.