



جائزة الشارقة للتفوق والتميز التربوي

الدورة / الرابعة والعشرون
2018 / 2017 م - 1438 / 1439 هـ

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Explanatory Guide

Excellent student

Terms and Conditions

General Terms and Conditions:

1. All the educational institutions, staff and students in the educational field in the United Arab Emirates have the right to participate in Sharjah Award for Educational Excellence.
2. The applicant is bound by the conditions of the category he/she applies for.
3. The applicant should adhere not to participate in any other award during of the same category in the same year.
4. The applicant should adhere not to participate in more than one category in the same cycle.
5. The applicant should not have been awarded the Sharjah Award for Educational Excellence at least three sessions prior to the year of nomination.
6. The applicant should not have been awarded any Excellency award at the country level during this cycle.
7. Participation in the Award should be through: the school / educational zones / Knowledge and Human Development Authority/ educational offices of Abu Dhabi Educational Council or colleges and institutes.
8. Applications proved to be fraud shall be disqualified from the award.
9. All submitted works of the participant are considered the property of the Award.

Special Terms and Conditions:

1. Nominees from grades 4 to 12 of either public or private schools can only participate in the award.
2. Nominees should score an excellent academic standing by achieving 90% or above in each of the past three years.
3. Attachments and supporting documents for the past three years and the first semester of the nomination year should be well documented, certified and authenticated by the school and arranged in sequence starting with the latest.
4. The number of the form pages, evidence and the attachments should not exceed 200 electronic pages and each page should not include more than two attachments.
5. The diversity and comprehensiveness of evidence is required for the past three years and the first semester of the nomination year.
6. Applicants who score 80% or above shall be called for the first judging stage.
7. The applicant should attach a 5-minute introductory video about him/herself.

Nomination Form and Attachment file tips:

1. The nomination form for all categories must be completed online; hand-written forms will not be accepted.
2. The nominee should examine the explanatory guide.
3. The form and the attachments should be sent on CD – DVD or any other electronic storing units. The personal data of the nominee should be written on them.
4. The nominee should adhere to the category standards related to the number of pages, attachments and evidence.
5. Each evidence page should not include more than two attachments.
6. Attachments and supporting documents for the past three years and the first semester of the nomination year should be well documented.
7. Attachments and supporting documents should be numbered and arranged in sequence; accordingly with the main and sub criteria of the Award.
8. All evidence and attachments should be certified and authenticated by official authorities.
9. The nominee should use a variety of documents and not repeat the same for any other standard in the category he/she is applying for.
10. The nominee should submit four electronic copies of the work.
11. The nominee should submit four hard copies of the original nomination form; certified and authenticated by the administration of the educational zone, with (3) personal photos with white background and a photocopy of the ID or the passport.

Areas of Assessment

For the use of the Judges Panel only

No.	Main Areas	Total Mark	Sub Areas	Sub Area Mark
1	Personal and Presentation skills	200	Student's Introduction of him/herself	40
			Student goals	40
			Self-confidence and agility	40
			Fluency of language	40
			The logical and gradual sequence during presentation	40
2	Talents and Hobbies	200	Primary Talent	100
			Hobbies	100
3	Innovation and Creativity	150	Innovative or creative projects that have contributed to the service of fellow students, family, school, and community	50
			Positive outcomes of the project or the creative idea	100
4	Activities, competitions and awards	250	Most relevant activities and events you participated in	100
			Competitions and awards won or participated in	150
5	Voluntary Community Services/ Charity	100	Voluntary Community Services	70
			Charity	30
6	Self-development and Assessment	100	Methods you have used to develop your personal skills	60
			Self-development outcomes	30
			Self-assessment Methods	10
Total		1000		

Post-interview Committee comments:

(The judging committee provides the reasons of changing the mark after the interview, either by increasing, decreasing, or keeping the marks as they are.)

First : Personal and Presentation skills	Mark	Total
	200	

Since the student is the center of the educational system, the educational policies in the country have endeavored to work on building a student's integrated personality, to enable him/her to communicate with a high rate of credibility and transparency.

The personal skills are going to be measured through a video that the student is going to send in the first phase. He/ She is going to make a video that presents to the judges his/ her distinguished personal skills that aim to highlight his /her excellence, convince others, and show evidence. In the second phase, the personal skills are going to be measured through the interview. The marks are calculated as per the following table:

	Personal and Presentation skills	MARK	The Explanation
1	Student's Introduction of himself /herself	40	Organizing thoughts during the presentation is an important factor for success. Use reasonable body language and wear decent clothes.
2	Student goals	40	The student presents his/ her goals clearly using the time given to achieve his/her objectives. This is through planning, organizing, guiding, and effective evaluating of the activities and duties. He/ She should give a good impression of his/ her character.
3	Self-confidence and agility	40	Self-confidence is shown when a person behaves naturally without anxiety or fear. Trust yourself during the presentation and be quick-witted in order to answer the questions thoroughly.
4	Fluency of language	40	Use fluent language, organize your thoughts and express them clearly.
5	The logical and gradual sequence during presentation	40	Arrange your thoughts and present them coherently, sequentially, and gradually. Use appropriate means of clarification, and other things that appeal to others.
	TOTAL	200	

Second : Talents and Hobbies		Mark	Total
		200	
1- Primary Talent			Mark 100

- A talent is the capacity or ability of a student that she/he nurtures and uses leading to his/her excelling in an area of benefit to society (areas: oratory (public speaking), poetry, writing, painting, design, sports, leadership, etc.).
- The student lists one talent and clearly specifies its scope, methods/tools of developing it personally, outcomes, and how she/he implements it.
- For Grades (4 to 5), two methods of the development of the talent and two procedures for application or outcomes are needed to be outlined.
- For Grades (6 to 12), two methods for the development of the talent and three procedures for application or outcomes are needed to be outlined.
- All supporting evidence and documents must be clearly organized and attested with dates by relevant authorities and must not exceed the timeframe stated in the conditions of the Sharjah Award for Educational Excellence.

2 - Hobbies			Mark 100
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- A hobby represents tendencies and interests of the student to satisfy personal preferences through the exercise of an activity in a way that promotes research, experimentation and contemplation in diverse fields (sciences, sports, arts, leadership, social, etc).
- The student lists two major hobbies and clearly specifies their scope, tools of developing them personally, outcomes, and how she/he applies them.
- For grades (4 to 5), two methods for the development of the hobby and two procedures for application or outcomes need to be outlined.
- For grades (6 to 12), two methods for the development of the hobby and four procedures for application or outcomes need to be outlined.

Third: Innovative or Creative Projects	Mark	Total
		150
1-Innovative project or idea that served other (students, family, school, and community)		Mark 50

- An innovative or creative project is anything that is new and beneficial. It is characterized by flexibility, open-mindedness in thinking, originality and sensitivity towards solving problems. A Creative idea projects can be classified as a critical thinking project.
- For grades (4 to 9), provide one creative idea or project with its name, a summary, and its importance.
- For grades (10 to 12), provide one creative idea or project with its name, a summary, its importance, and a plan for execution/implementation.
- Attach supporting evidence, documents and photos that prove ownership of the idea, plus the plan for execution/ implementation. All supporting documents must be attested with dates by the school, or the educational zone, or the agencies and persons who benefited from this creative idea.

2-Positive outcomes of the project or the creative idea	Mark 100
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- Record the most positive results of the innovative project or creative idea that had an impact on fellow students, school, family, community. Results must be diverse and do not focus on one aspect only, such as fellow students.
- For grades (4 to 5), specify four results.
- For grades (6 to 12), specify five results.
- Attach supporting evidence, documents and photos that prove intellectual property of the idea, plus the plan for execution/ implementation. All supporting documents must be attested with dates by the school, or the educational zone, or the agencies and persons who benefited from this creative idea.

Fourth : Activities, competitions and awards	Mark	Total
	250	
1-Most relevant activities and events you participated in		Mark 100

- School activities refer to those educational practices through which students discover their potentials, interests, and work on nurturing and further developing them. They offer students opportunities to choose their preferred activity as an outlet of their energies either at the school or local community level.
- Students list the activities in which they participated (religious, sports, health, cultural, social, artistic, local, national or other), and three participations in each such as media, theatre, school radio, exhibitions, open days, or celebrations of different occasions, etc.
- Attach supporting evidence, documents and photos that prove participation in the activities. All supporting documents must be attested with dates by the school, or the educational zone, or the agencies and persons who benefited from these participations.
- Diverse the types of activities (social/ scientific/ artistic/ sports...etc.) and do not repeat an activity of the same type in more than one area.
 - For grades (4 to 9), five areas and two activities in each area.
 - For grades (10 to 12), five areas and three activities in each area.

2-Competitions and awards won or participated in	Mark 150
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- Competitions refer to events in which students take part at national, international, zone or ministry levels and in which they win rewards such as prizes or moral rewards such as certificates of appreciation, and in case of no win, they receive certificates of participation.
- Students list the competition or occasion and dates of participation as well as the level of organization (local, regional, or international, etc.), specify the organizer such as educational organizations (schools, educational councils, education zones or the ministry) or community organizations or international organizations, and clearly indicate the outcome of their participation.
- Attach supporting evidence, documents and photos that prove participation or winning in the activities. All supporting documents must be attested with dates certified by the educational zone, or the organizing agencies and individuals. 8 marks for each participation and 15 marks for each win.

Fifth: Voluntary Community Services / Charity

Mark

Total

100

Voluntary work/service is provided free of charge and it is not a job. It is a service offered by individuals for the benefit of neighbors, family members and the community. It takes different forms ranging from self-help, social responsiveness in times of hardship and relief efforts, to minimizing the effects of poverty and participating in projects , in areas of literacy, vaccination and protection of the environment, that depend entirely on voluntary efforts.

1-Voluntary Service

Mark 70

- These are services provided at the school, local community, national and international levels and rendered either individually or collectively.
- List services provided with levels and write a summary about it with no more than 5 lines. Marks are assigned on the basis the value of the voluntary service, its impact and those benefiting from it.
- Attach supporting evidence, documents and photos that prove the voluntary services, their impacts and those who benefited from them. All supporting documents must be attested with dates certified by the school, or the educational zone, or the agencies and individuals that benefited from the services.
- Voluntary service should vary and be classified as per the following table:

Voluntary service level	School	Local community	National and international level
Number needed	4	2	1

2- Charity

Mark 30

- These are charity services provided at the school, local community, national or international levels and rendered either individually or collectively.
- List 3 charity services provided with levels and organizations or associations which the applicant participated with to provide the charity. Marks are assigned on the basis the value of the charity service, its impact and those benefiting from it.
- Attach supporting evidence, documents and photos that prove the charity services, their impacts and those who benefited from them. All supporting documents must be attested with dates certified by the school, or the educational zone, or the agencies and individuals that benefited from the services.

Sixth: Self-development and Assessment	Mark	Total
	100	

- Self-development is to move forward with confidence and well-thought out steps/plans to achieve objectives.
- Self-development concerns personal growth such as self-confidence, interpersonal interaction, and all aspects of developing the self, memory, time management, communication, etc.
- A student uses a variety of methods for the development of his/her skills through science and knowledge by reading, researching, attending lectures and seminars, and develops his/her practical/applied skills through practical training workshops, joining boy scouts/girl guides, and travels to reach the desired goal and achieve success.
- List the skill/ability and methods of development, organizing agency, and date of participation. When assigning marks, attention should be paid to the diversity of methods, their importance/relevance, and duration.

1-Methods used to develop your personal skills	40Mark
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- These refer to developing the skills of collaborative/group work, communication, team leadership, and decision-making, etc. Take in notice to present different methods of personal development and skills.
- Provide different methods than the ones mentioned in talents and hobbies.
- Attach supporting evidence, documents and photos that prove the use of such developmental methods. All supporting documents must be attested with dates certified by the educational zone, or the agencies that organized such training activities.
- For grades (4-12), two methods of personal skills development are required.
- No less than three domains

2- Self-Development Outcomes	Mark 30
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- These are the outcomes of the methods the students used to develop his/her personal skills.
- The nominee should provide 3 outcomes related to the development domains mentioned in the personal skills development methods (mentioned in section 1)

Self-assessment is a tool to explore your strengths in your personality and discover required skills to develop and determine the way that improve your life and future plan, below are some questions that might help in self-assessment:

1. Where are you now and what do you want to achieve?
 2. What are your strong and weak points and how do you overcome them?
 3. Do you have a future plan to support your talents and abilities?
 4. Do you have a long or short term goals?
- Students can use self – assessment, peer assessment, personal evaluations, etc.
 - Students in grades (4-12) need to provide two methods of self-assessment. Provide different methods than the ones mentioned in talents and hobbies.