



# Central Texas Barbecue Roundup

## Jackpot Competition Manager Guidelines

### **Arrival and Check-In**

Jackpot Managers should arrive one hour before the first turn-in window.

### **Upon arrival:**

Check in with the Volunteer Manager.

Receive the competitor list for the category.

Confirm the judging area and table layout.

Verify that QR code judging sheets are placed on both ends of each judging table.

### **Judging Table Setup**

Each judging table should have:

4 to 6 judges per table (ideal range).

QR code judging sheets taped to both ends of the table.

Pens available if backup scoring becomes necessary.

Napkins, spoons, and water for judges.

### **Judge Briefing**

Before judging begins, the Jackpot Manager should briefly explain the process to the judges.

Judges should be instructed to score each entry independently based on:

### **Beans/Chef's Choice**



Appearance 1-10  
Aroma 1-10  
Taste / Texture 1-10

### **Desserts**

Appearance 1-10  
Flavor 1-10  
Texture 1-10

Scores are entered into the electronic judging form using the QR code attached to the table.

Judges must enter the correct ticket number associated with the entry they are scoring.

### **Managers should emphasize:**

Judges should not discuss entries while judging is underway.  
Scores should reflect the judge's independent opinion.

### **Handling Turn-Ins**

When a dish is turned in:

Verify that the entry ticket number is clearly attached to the container.

Record the ticket number on the tracking sheet.

Entries should remain anonymous to judges.

### **Entry Distribution**

Entries should be distributed evenly across the judging tables.

Each table should judge the same entry at the same time to maintain fairness.

### **The recommended process:**



1. One entry is delivered to each table.
2. Each judge spoons a portion of the entry onto a napkin.
3. Judges evaluate that entry.
4. Judges enter their scores into the electronic form.
5. Once scoring is complete, the next entry is delivered.

This method ensures that all entries are judged by the same number of judges.

### **Judging Sequence**

Judges should evaluate entries in the following order:

#### **Beans/ Chef's Choice**

1. Appearance 1-10
2. Aroma 1-10
3. Taste / Texture 1-10

#### **Dessert**

4. Appearance 1-10
5. Flavor 1-10
6. Texture 1-10

Judges should enter scores immediately after evaluating each entry.

Managers should confirm judges have submitted scores before moving to the next entry.

### **Ticket Verification**

Judges should manually document each ticket number on a sheet of paper for future reconciliation.

Accuracy of ticket numbers is critical to ensure scores are assigned to the correct competitor.

Score Monitoring



The Event Director should periodically review the incoming electronic scores to confirm:

Entries are receiving scores from the expected number of judges.

No duplicate or missing ticket numbers exist.

Any discrepancies should be corrected immediately while the entry is still identifiable.

### **Judge Flow**

Judges should remain seated for the duration of judging.

Entries should be brought to the judges rather than having judges move between tables.

This keeps the process organized and prevents confusion.

### **Post Judging**

Once all entries in a category have been judged:

Managers should confirm with the Event Director that all ticket numbers were scored and submitted.

Verify that each entry received scores from the expected number of judges.

The scoring system will automatically calculate totals and rankings.

Event Director will close the judging system when judging is complete and verify results.

### **Blind judging rule**

Entries should not display team names or identifying marks.

### **Sample portion requirement**

Teams should provide enough samples for each judge.

### **Container handling rule**

Managers should remove lids and present entries uniformly.



**Table rotation option (if entries are high)**

Instead of moving judges, rotate dishes between tables.

**Two-person management team**

Two managers will coordinate the distribution of entries.

When the judging is over the judges will remove the QR code sheets from the tables and wipe the tables clean and organize the area.