

**BME/CENG/ELEC/SENG 499 - FINAL REPORT RUBRIC (TA – Teaching Assistant)**

Team Number and Names: \_\_\_\_\_ Date: \_\_\_\_\_

Project Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Topic (Weight)	Fail (< 50)	C, D Level (50 - 69)	B Level (70 - 79)	A Level (80 – 100)	Score (0 – 100)	Weighted Score
<ul style="list-style-type: none"> <li>• <b>Executive Summary ( 25% )</b></li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient</li> </ul>	<ul style="list-style-type: none"> <li>• Minimal</li> <li>• Missing some necessary elements</li> </ul>	<ul style="list-style-type: none"> <li>• Good summary with most elements covered</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent, clear summary with all elements covered</li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Project and Team Management ( 25% )</b></li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient division of tasks and schedule among members</li> </ul>	<ul style="list-style-type: none"> <li>• Vague division of tasks and schedule among members</li> <li>• Unrealistic time allocated</li> </ul>	<ul style="list-style-type: none"> <li>• Division of tasks and schedule among members</li> <li>• Some imbalance of work or time allocated</li> </ul>	<ul style="list-style-type: none"> <li>• Proper division of tasks and schedule among members</li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Cost Analysis and Parts List ( 25% )</b></li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient</li> </ul>	<ul style="list-style-type: none"> <li>• Minimal</li> <li>• Missing some necessary information</li> </ul>	<ul style="list-style-type: none"> <li>• Good</li> <li>• Some minor errors or minor missing info</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent, clear with all information covered</li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Conclusions</b></li> <li>• <b>Recommendations for Future Work</b></li> <li>• <b>References ( 25% )</b></li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient conclusions</li> <li>• No recommendations</li> <li>• No references</li> </ul>	<ul style="list-style-type: none"> <li>• Minimal conclusions</li> <li>• Recommendations not well thought out</li> <li>• Minimal and incorrect references</li> </ul>	<ul style="list-style-type: none"> <li>• Meaningful conclusions and recommendations but incomplete</li> <li>• Good references but only a few</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent conclusions and well thought out recommendations</li> <li>• Comprehensive and appropriate references</li> </ul>		