

# EVALUATION RUBRIC FOR TECHNOLOGY REVIEW REPORT

	<b>LEVELS OF ACHIEVEMENT</b>		
<b>CRITERIA</b>	<b>Sophisticated</b>	<b>Competent</b>	<b>Unsatisfactory</b>
<b>1. REVISION HISTORY (10pts)</b>  <b>SCORE: _____</b>	Revision History section in tabular form exists and is complete and current. All tabular fields accurately document revision history, including revision number, date, and description of change. This section exists on its own page(s) separate from other sections.(10pts)	Revision History section exists, but is not complete, current, and/or in tabular format. This section also may be combined on a page with other document sections. (5pts)	Revision History section is missing. (0pts)
<b>2. PROJECT INTRODUCTION (20pts)</b>  <b>SCORE: _____</b>	Project description provides a clearly worded discussion of what the project entails and substantial evidence that the student clearly understands the project. Also included in this section is a discussion of why the project is important and of interest to project sponsor. (20pts)	Project description is adequate but may be lacking some subtle aspects. May appear that the student is just rewriting comments obtained from discussions with faculty advisors or sponsor mentors. Little or no discussion of the significance of the project is provided. (10pts)	Description is incomplete, significant aspects missing, and what actually needs to be done is not clear. Little evidence that the student actually understands the project is provided. (0pts)
<b>3. DESIGN REQUIREMENTS (20pts)</b>  <b>SCORE: _____</b>	All customer requirements and (as appropriate) engineering requirements are included. Evidence of the students talking with appropriate faculty, mentor, and sponsor personnel is given. The list of requirements is comprehensive and complete and fully defines what is needed from the project. (20pts)	Most significant requirements are listed—enough to describe basically what is needed from the project. (10pts)	Requirements given are mostly vague and incomplete. Requirements do little to actually describe what is needed from the project. (0pts)
<b>4. COMPETATIVE ANALYSIS (30pts)</b>  <b>SCORE: _____</b>	Competitive Analysis section includes evaluations for 9 or more individual products (row) and 9 or more product characteristics (column). An exceptional Competitive Analysis will contain evaluations of products from diverse sources. (30pts)	Competitive Analysis section includes evaluations for a minimum 9 individual products (row) and minimum 9 product characteristics (column). (15pts)	Competitive Analysis section includes evaluations for a minimum 7 individual products (row) and minimum 7 product characteristics (column). The following are examples of product characteristics for evaluation: Size, Durability, Cost, Performance, Safety, Value, Ease of use, Structure, Control, and Run Time. (0pts)
<b>5. PRODUCT SPACE ANALYSIS (30pts)</b>  <b>SCORE: _____</b>	The Product Space Analysis indicates the pros and cons of existing designs and devices. A complete description of existing designs and devices meeting similar design requirements is given. (30pts)	The Product Space Analysis section exists and discusses the pros and cons of existing devices, but maybe be incomplete. A few less obvious designs or devices are excluded, but the most significant ones are mentioned. (15pts)	The Product Space Analysis section discussing the pros and cons of existing designs and devices does not fulfill project requirements, is missing, or is insufficient. (0pts)
<b>6. CLARITY AND CONCISENESS (10pts)</b>  <b>SCORE: _____</b>	Text is exceptionally clear, concise, and focused; main ideas stand out, and supporting details and references are effective and relevant. Writing is straightforward and free of “padding” with no unnecessary repetition of information. (10pts)	Text occasionally lacks clarity, conciseness, and/or focus, but main ideas are identifiable. Some of the supporting details and references are limited, irrelevant, or overly general. Writing may be wordy and repetitive at times. (5pts)	Text consistently lacks clarity, conciseness, and/or focus; main ideas must be identified by inference. Supporting details and references are largely absent or ineffective. Writing is excessively wordy and repetitive. (0pts)
<b>7.ORGANIZATION (10pts)</b>  <b>SCORE: _____</b>	Text contains effective sequencing and paragraph breaks, and the writing is easy to follow. A strong introduction draws the reader in, and a strong conclusion provides a sense of closure. Writing includes smooth, effective transitions among sentences, paragraphs, and ideas. Details fit where placed. (10pts)	Attempts at sequencing and appropriate paragraph breaks are evident, but the order or relationship among ideas may occasionally be unclear and hard to follow. The introduction and/or conclusion are weak or underdeveloped. Some transitions work well but others are stilted and formulaic. Details do not always fit where placed. (5pts)	Without effective sequencing and paragraph breaks, the text lacks coherence and the organization seems haphazard and disjointed. An identifiable introduction and/or conclusion have not been provided. Transitions between sentences, paragraphs, and ideas are largely missing. Placement of details is ineffective. (0pts)

<p><b>8. CONVENTIONS</b> <b>(10pts)</b></p> <p><b>SCORE:</b> _____</p>	<p>Writing demonstrates excellent control of standard writing conventions (punctuation, spelling, capitalization, grammar) and uses them effectively to enhance communication. Errors are so few and minor that the reader can easily skim over them unless specifically searching for them. (10pts)</p>	<p>Writing demonstrates moderate control of standard writing conventions (punctuation, spelling, capitalization, grammar). Significant errors do not occur frequently. Minor errors, while noticeable, do not impede readability. (5pts)</p>	<p>Writing demonstrates limited control of standard writing conventions (e.g., punctuation, spelling, capitalization, grammar and usage). Errors impede the text's readability. (0pts)</p>
<p><b>9. CITING SOURCES</b> <b>(10pts)</b></p> <p><b>SCORE:</b> _____</p>	<p>All borrowed material has been acknowledged with specific in-text documentation. Bibliography lists all sources cited in paper. References and bibliography adhere to IEEE style guidelines. (10pts)</p>		<p>Cited sources may consist of only web sites , significant claims in the text are not referenced (0pts)</p>