

Project Proposal Report Rubric

Date: _____

Name of the students: _____

Title of the Project: _____

Criteria	Grade 1-5	Notes
Introduction, background, & Problem Statement		
<input type="checkbox"/> Is the literature review included?		
<input type="checkbox"/> Is the problem clear?		
<input type="checkbox"/> Is the contribution of the project clear? Is it clear how this project is different from the existing solutions?		
Requirements		
<input type="checkbox"/> Clarity and completeness of the engineering requirements (ER)		
<input type="checkbox"/> Clarity and completeness of the marketing requirements (MR)		
<input type="checkbox"/> Are the MR and ER requirements clearly matched with each other?		
Market Survey		
<input type="checkbox"/> Is customer survey attached? Is the customer survey clearly concluded?		
Design & Methodology		
<input type="checkbox"/> Clarity of high level diagrams		
<input type="checkbox"/> Clarity of diagrams for each subsystem		
<input type="checkbox"/> Is there at least one decision matrix explaining why a part has been selected?		
<input type="checkbox"/> Cost is clearly described in detail		
Schedule		
<input type="checkbox"/> Has the team clearly identifies the goals for January demonstration?		
<input type="checkbox"/> Is the responsibility of each individual clear in the Gantt chart?		
Tests conducted		
<input type="checkbox"/> Are the test results are clearly included and explained?		
Reference Section		
<input type="checkbox"/> Are there at least TEN references? Are they all clearly cited in the text?		
<input type="checkbox"/> Are the references provided using a standard format (IEEE)?		
Engineering Ethics		
<input type="checkbox"/> Is there a section on Engineering Ethics? Does it make sense?		
General		
<input type="checkbox"/> Is the web page available and up to date?		
<input type="checkbox"/> Are Figures and Tables clearly referenced and described		
<input type="checkbox"/> Overall writing mechanics: grammar usage (past tense), sentence structure, punctuation, and spelling are consistent with standard engineering usage		
TOTAL (out of 100) →→		

Do you have any general comment about the report? How can it be improved?