

Team Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Date: \_\_\_\_\_

# Final Report Rubric

Criteria	Weight	Novice (0-2)	Beginning (3-5)	Proficient (6-8)	Exemplary (9-10)	Notes	Score
<b>Organization</b>	20%	<ul style="list-style-type: none"> <li>No formal introduction</li> <li>Did not follow mandatory table of contents</li> <li>A reference section, where appropriate, is missing.</li> </ul>	<ul style="list-style-type: none"> <li>Introduction had no clear thesis statement; offered no preview of topics to be discussed.</li> <li>Organization using mandatory table of contents was not consistent.</li> <li>The reference section, where appropriate, is incomplete.</li> </ul>	<ul style="list-style-type: none"> <li>Introduction had clear thesis statement</li> <li>Followed mandatory table of contents</li> <li>Reference section, where appropriate, is complete.</li> </ul>	In addition to meeting the <i>Proficient</i> criteria: <ul style="list-style-type: none"> <li>Clever attention-getting introduction or an imaginative thesis</li> <li>Ideas connected by original transitions; logical throughout; creative pattern</li> </ul>		
<b>Content and Analysis</b>	30%	<ul style="list-style-type: none"> <li>Not based on sound research.</li> <li>Report does not demonstrate original problem solving and reflection</li> <li>Ideas are not expressed clearly or supported by examples, reasons, details, and explanations.</li> <li>No recommendations.</li> </ul>	<ul style="list-style-type: none"> <li>Research evident but flaws in experimental design are obvious</li> <li>Demonstrates some understanding of the topic, but with limited analysis and reflection.</li> <li>Ideas are not expressed clearly and examples, reasons, details, and explanations are lacking.</li> <li>Recommendations are not fully explained or seem unrealistic</li> </ul>	<ul style="list-style-type: none"> <li>Research demonstrates good experimental design and problem solving</li> <li>Demonstrates a general understanding of the topic and analysis of the issue(s).</li> <li>Ideas are generally expressed clearly through use of some examples, reasons, details, or explanations.</li> <li>Realistic recommendations</li> </ul>	In addition to meeting the <i>Proficient</i> criteria: <ul style="list-style-type: none"> <li>Based firmly on extensive and original independent research.</li> <li>Demonstrates in-depth understanding and insight into the issue(s); thorough, careful analysis and reflection.</li> <li>Ideas are fully developed and clearly expressed.</li> <li>Original and easy-to-implement recommendations</li> </ul>		
<b>Data Manipulation</b>	20%	<ul style="list-style-type: none"> <li>No relevant graphics, tables or charts.</li> <li>Raw data not included in appendices.</li> <li>Units on data are regularly missing.</li> </ul>	<ul style="list-style-type: none"> <li>Graphics, tables, charts, diagrams, pictures, and/or models are mislabelled or irrelevant.</li> <li>Raw data included in appendices, but not well-organized.</li> <li>Units on data are sometimes missing.</li> </ul>	<ul style="list-style-type: none"> <li>The work is well supported by useful tables, charts, diagrams, pictures, and properly labeled and captioned.</li> <li>Raw data tables are well-presented in appendices.</li> <li>Units on data are appropriately presented.</li> </ul>	In addition to meeting the <i>Proficient</i> criteria: <ul style="list-style-type: none"> <li>Presentation of data significantly enhances report.</li> </ul>		
<b>Mechanics and Vocabulary</b>	15%	<ul style="list-style-type: none"> <li>Errors in grammar, punctuation, spelling, and/or capitalization significantly affect the readability of the paper.</li> <li>The written sections lack organizational devices, such as paragraphs, sections, chapters, and transitions.</li> <li>Language is copied from another source</li> </ul>	<ul style="list-style-type: none"> <li>Numerous errors in grammar, punctuation, spelling, and/or capitalization.</li> <li>Organizational devices, such as paragraphs, sections, chapters, and transitions, are flawed or lacking.</li> <li>Writing is choppy and does not flow.</li> </ul>	<ul style="list-style-type: none"> <li>With minor exceptions, grammar, punctuation, spelling, and/or capitalization are correct.</li> <li>Minor problems with organizational devices, such as paragraphs, sections, chapters, and transitions</li> <li>The work is written in the author's own words.</li> </ul>	In addition to meeting the <i>Proficient</i> criteria: <ul style="list-style-type: none"> <li>Organizational devices, such as paragraph sections, chapters, and transitions, have been used effectively.</li> <li>Creative and concise use of appropriate vocabulary</li> </ul>		
<b>Overall Impact</b>	15%	<ul style="list-style-type: none"> <li>The piece is not neat or organized, and it does not include all required elements.</li> </ul>	<ul style="list-style-type: none"> <li>The work is not neat and includes minor flaws or omissions or required elements.</li> </ul>	<ul style="list-style-type: none"> <li>The presentation is good. The overall appearance is generally neat, with a few minor flaws or missing elements.</li> </ul>	In addition to meeting the <i>Proficient</i> criteria: <ul style="list-style-type: none"> <li>The work is well presented and includes all required elements. The overall appearance is neat and professional.</li> </ul>		