CE 428, Spring 2000
Report Grading Sheet (100 point basis; scaled to 75 for leader and 50 for members)

Group Leader: ______________________________

Group Members: ____________________________

__________________________________________

Experiment Topic: ____________________________

___/3 Title Page with descriptive title, names and date

Executive Summary
___/1 one page or less
___/2 states objectives
___/2 states conclusions
___/2 gives recommendations

Contents
___/2 major sections
___ (Bonus) figures and tables

Introduction
___/2 Corporate context
___/4 Identify what information is missing or desired
___/2 Relate to the big picture (if it’s not clear, show why this info is needed)
___/2 States objectives

Theory
___/5 Provides all relationships needed to relate measured values to final values
___/2 Does not discuss solving equations, derivation, etc.

Procedure
___/2 Describes exactly what was done
___/4 Sufficient detail for unfamiliar person to replicate
___/2 No reference to lab handout

Results/Discussion
___/5 Shows all measured quantities with uncertainties
___/5 Explains how other quantities were calculated
___/5 Shows all calculated quantities with uncertainties
___/8 Critically examines results (compare to expected behavior)
___/2 Assesses how well objectives were met
___/10 Proper analysis

Conclusions
___/5 Concise summary with no new information
Recommendations

___/2 Correlate with whether the objectives were met
___/2 Show how they will lead to a better result

Other

___/4 Spelling
___/4 Clarity of writing
___/5 Clarity of figures and tables
___/4 Grammar
___/2 Neatness