

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