

ME 395: Introduction to Design Project Grading Rubric

The final report and prototype (if applicable) will be evaluated using the following rubrics.

	Unacceptable (5 or less/10)	Weak but Marginally Acceptable (6-7/10)	Competent (8/10)	Strong (9-10/10)
Cover Letter and Title Page		Contains title, contact information, & summary but lacks essential information about the problem, the proposed solution and/or the expected performance.	Contains all required information. A cover letter is provided.	Contains all information expressed with exceptional clarity and is easy to read.
Main Body of Written Report		Contains the required subsections but lacks essential information pertinent to the individual subsections.	Contains all required subsections and essential information pertinent to the individual subsections. Includes a complete list of references.	Includes elements of a “competent” report expressed with exceptional clarity and is easy to read.
Appendices		Some appendices are present and used to support the main body of the report but substantial gaps exist.	Appendices are present and used to support all subsections of the report with data, charts, etc., as appropriate.	Appendices are present and substantially support the report with data, charts, etc. as appropriate. Appendices are organized with exceptional clarity and are easy to read.
Prototype (if applicable)		A prototype was fabricated but it does not clearly indicate or demonstrate how the problem is solved.	A prototype was fabricated and it clearly demonstrates how the client’s problem is solved. The prototype lends itself to at least some level of testing in order to determine if some or all of the project goals were met.	A prototype was fabricated and it clearly demonstrates how the client’s problem is solved. In addition the prototype lends itself to testing in order to determine whether or not the project goals were met and, if the goals were not met, to provide critical information for future design iterations.