Project Grading Form – College Evaluators
Capstone Year-Long Project

**(Instructions on the other side of the page)**

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

Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Industrial Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Students: 1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Part A: General Evaluation of the Project – Weight: 60% of Total Grade**

|  |  |  |
| --- | --- | --- |
| **Parameter** | **Scale: 0-5** | **Grade** |
| **Student 1** | **Student 2** |
| Planning, description, and complexity of the project | 5 |  |  |
| Execution, documentation, and integration of the project | 5 |  |  |
| **General Project Evaluation Total (0-10):** |  |  |  |

Name of Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_

**Part B: Project Reports – Weight: 30% of Total Grade**

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Parameter** | **Weight (%)** | **Grade** |
| Charter | Task description, requirements, tests, planned Gantt | 20 |  |
| Specification and Design | Requirements specification | 10 |  |
| Architectural specification | 10 |  |
| Software design specification | 10 |  |
| User guide, programmer/maintainer guide | 10 |  |
| Testing specification, installation, usage, validation | 10 |  |
| Final Report | Theoretical background | 5 |  |
| Technical summary | 5 |  |
| Project performance | 5 |  |
| General | Solution quality and implementation method | 10 |  |
| Report attributes (structure, clarity, language) | 5 |  |
|  | **Report Total (0-100):** |  |  |

Name of Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_

**Part C: Final Presentation and Defense – Weight: 10% of Total Grade**

|  |  |  |
| --- | --- | --- |
| **Parameter** | **Weight(%)** | **Grade** |
| **Student 1** | **Student 2** |
| Project background, planning stages | 20 |  |  |
| Completed system description, implementation description | 20 |  |  |
| Completed system demo | 20 |  |  |
| Presentation clarity and focus | 15 |  |  |
| Answering questions | 15 |  |  |
| Respect of allotted time | 10 |  |  |
| **Presentation Total (0-100):** |  |  |

Name of Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_

**Form Completion Instructions**

1. Part A is to be filled out by the College evaluators only. The grade is a general evaluation of the project attributes, the amount of work invested, the complexity of the work, the quality of the solution, project execution, documentation, and integration of the final product. The grade must be in the range of 0-10. In this part, each student is given a separate and potentially different, grade.
2. Part B is an evaluation of the project report alone. The parameters here are meant to serve as a guide and are not required. The final grade is the one that is taken from the table and is applied equally to all students in the team.
3. Part C is based on the project presentation and defense alone. Each student receives a separate, and possibly different, grade.
4. Every College evaluator must fill in this form separately. The final College grade will be calculated as the average of the grades given by the evaluators.
5. After the project defense, send a copy of the form to the department secretary by fax (####) or email (#####). The final grade for the students will be calculated by combining evaluations by the industrial advisors and the College evaluators.