Project Name:

Reviewer: Date: Location:

# **Team Presentation**

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| --- | --- | --- | --- | --- | --- | --- |
| **Criteria** | **Exceeded Expectations****A/A-** | **Match ExpectationB+/B/B-** | **Less Than Expected (Fair)C+/C/C-** | **Need ImprovementsD+/D** | **Failure F** | Score |
| **Introduction*** Stakeholders
* Sponsor’s motivation
* Customer needs
* Customer benefits
 | It was very clear why this project is important for the stakeholders. | It was mostly clear why this project is important for the stakeholders. | It was usually clear why this project is important for the stakeholders. | It was somewhat unclear why this project is important for the stakeholders. | It was unclear (or not introduced) why this project is important for the stakeholders. |  |
| **Problems**• Project History• Semester goals• Technical problems  to be solved | It was very clear what the team plan to do and why. | It was mostly clear what the team plan to do and why. | It was usually clear what the team plan to do and why. | It was somewhat unclear what the team plan to do and why. | It was unclear (or not introduced) what the team plan to do & why. |   |
| **Requirements**• Functional• Non-Functional - Performance, Size,  and Usability* Justification
 | Requirements and justification were very clear. | Requirements and justification were mostly clear | Requirements and justification were usually clear. | Requirements and justification were somewhat unclear. | Requirements and justification were unclear (or not presented). |  |
| **Technical Approach**• Choice of Core  technology• System Architecture• Feasibility | Technical approach is very clear and appears to be sound. | Technical approach is mostly clear and appears to be sound. | Technical approach is somewhat clear and appears to be sound. | Technical approach is somewhat unclear and/or questionable. | Technical approach was unclear or inappropriate (ornot presented). |   |
| **Progress and Plan*** Preliminary Results
* Awareness of open Issues
* Next steps
 | Much progress was made. Next steps were realistic and clearly defined. | Good progress was made. Most of the next steps were realistic and clearly defined. | Fair progress was made. Many of the next steps were realistic and clear defined. | Slight progress was made. Some of the next steps were realistic and clearly defined. | No progress was made. Next steps were unrealistic, unclear, or not presented.  |   |
| **Poster*** Contents
* Structure / Reading order
* Visual presentation
* Grammatical and spelling errors.
 | Information was complete, clear, and very easy to follow. There was no error. | Information was complete, usually clear, and mostly easy to follow. There were minimal errors. | Information was complete, somewhat clear, and flowed well. There were minimal errors. | Information was complete but rarely clear. (OR incomplete. There were noticeable writing errors. | Information was incomplete and/or unclear. |  |
| **What aspects of the project were impressive?** |
| **What were possible opportunities for improvement?** |
| **If you need more space, please use the back of this paper.** |

# **Individual Presentation Reviewer:**

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| **Criteria** | **Exceeded Expectations****A/A-** | **Match ExpectationB+/B/B-** | **Less Than Expected (Fair)C+/C/C-** | **Need ImprovementsD+/D** | **Failure F** |
| **Contents*** **Information**- Accuracy- Completeness
 | Always accurate, complete, and clear. | Mostly accurate, complete, and clear.  | Usually accurate, complete, and clear. | Frequently unclear, inaccurate, and/or incomplete. | Mostly unclear, inaccurate, and/or incomplete.  |
| **Presentation*** **Verbal** (volume, tone, pace, fillers, etc.)
* **Non-Verbal** (gestures, posture, eye contact, etc.)
* **Openness** - Defensiveness- Argumentativeness
 | It was very easy to understand without distracting mannerisms. | It was mostly to understand without distracting mannerisms. | It was usually easy to understand with few distracting mannerisms. | It was frequently difficult to understand with some distracting mannerisms. | It was very difficult to understand with noticeable distracting mannerisms. |

## **Students**

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| **First Name & Last Name** | **ContentsPoints** | **PresentationPoints** | **Comments** |
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