University of Puerto Rico - Mayagüez Campus
School of Engineering
Department of Electrical and Computer Engineering

Proposal Evaluation

Course	ICOM5047
Section	050
Semester	Spring 2007
Date	3/7/2007
Name of Team	
Name of Evaluator	Nayda Santiago
Presentation Title	Project Proposal

Category	Point Value [0..5]	% Weight	Comments	Course Outcome
Contents				
Executive summary	#DIV/0!	10%		
Gives a brief and effective high-level description of project				Outcome 08
Summarizes deliverables and products				Outcome 08
Presents Milestones				Outcome 08
Summarizes key economic aspects, e.g., expected profitability or competitive impact				Outcome 10
Project Antecedents	#DIV/0!	5%		
Cites and refers to previous developments by the team, when applicable (leave blank when not applicable)				Outcome 02
Cites and refers to previous developments by other teams supported by references				Outcome 02
States relationships to other projects or products, e.g., comparisons, advantages, disadvantages, focus, etc.				Outcome 11
Presents convincing arguments about why this project is important				Outcome 08
Objectives	#DIV/0!	15%		
Objectives are SMART*				Outcome 01
Provides detailed description of project's deliverables as related to objectives' achievement				Outcome 01
General approach (methods)	#DIV/0!	15%		

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Presents the team organization				Outcome 04
Describes technical and managerial approaches				Outcome 04
Presents an account of documents and documentation standards to be used in the project and for the final system				Outcome 13
Discusses, when applicable, any deviation from standard practices (leave blank when not applicable)				Outcome 13
Contractual aspects	**#DIV/0!**	**5%**		
Describes any agreements with clients or third parties				Outcome 10
Discusses reports' requirements, scope and deadlines				Outcome 10
Present technical specifications of the system				Outcome 01
Presents project review dates and metrics				Outcome 10
Schedule	**#DIV/0!**	**5%**		
Presents the work breakdown structure				Outcome 04
Presents (or links to) the Gantt diagram or other representation of project schedule				Outcome 04
Assigns resources, including human resources, to tasks				Outcome 04
Resource requirements	**#DIV/0!**	**10%**		
Presents a budget with detailed estimates of realistic project expenses				Outcome 03
Includes fringe benefits and realistic overhead costs				Outcome 03
Justifies budget items when necessary				Outcome 11
Personnel	**#DIV/0!**	**10%**		
Describes any particular or special skills required for the project				Outcome 04
Describes training needs for the personnel of the project or the customer				Outcome 04
Legal requirements related to personnel needed for the project, e.g. non-disclosure-agreements, subcontracting, consulting, etc.				Outcome 12
Assessment methods	**#DIV/0!**	**5%**		
Describes assessment processes for the project				Outcome 13
Describes procedures for monitoring, collecting and storing data on project performance and progress				Outcome 05

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Category	Point Value [0..5]	% Weight	Comments	Course Outcome
Describes testing and quality control procedures				Outcome 05
Potential Problems	**0**	**5%**		
Presents realistic projects risks, assessment of risk likelihood and impact, and corrective actions				Outcome 07
Impacts and issues related with project	**#DIV/0!**	**5%**		
Presents likely environmental impacts of project (positive and negative impacts)				Outcome 07
Describes legal issues of project and tools used (licenses, Intellectual Property, other legal constraints)				Outcome 07
Discusses realistic social impacts of project (positive and negative)				Outcome 07
Market overview	**#DIV/0!**	**5%**		
Identifies potential customers				Outcome 01
Presents and assesses current or potential competition				Outcome 12
Identifies comparative or competitive advantages of product				Outcome 12
Subtotal	**#DIV/0!**	**95%**		

Category	Point Value [0..5]	% Weight	Comments	Course Outcome
Overall Document form and style	**#DIV/0!**	5%		
Proposal has a professional style and presentation				Outcome 08
Document is well organized and includes a table of contents				Outcome 08
Documents uses correct grammar and composition				Outcome 08
Uses adequate language and vocabulary variety				Outcome 08
Uses argumentation or bibliographic references to support statements				Outcome 08
Document is clear and concise				Outcome 08

Total (Out of 5)   **#DIV/0!**   **100%**

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Notes
* SMART = Specific, Measurable, Agreed-upon with customer, Realistic and Time-bound

Point value scale	
Excellent	5
Above Average	4
Average	3
Below Average	2
Defficient	1
Not included	0