

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

Progress Report Evaluation

Course _____
 Section _____
 Semester _____
 Date _____
 Name of Team _____
 Name of Evaluator _____
 Presentation Title _____

Category	Point Value [0..5]	% Weight	Comments	Course Outcome
Title Page	#DIV/0!	1%		
Contains University, department, title, names, date and logo				
Executive summary	#DIV/0!	10%		
Gives a brief and effective high-level description of project status				Outcome 08
Summarizes deliverables and products up to this date				Outcome 08
Summarizes budget analysis with regard to current project progress				Outcome 10
Introduction (leave blank when not applicable)	#DIV/0!	5%		
Reviews problem description and project objectives considering current status				Outcome 02
Presents and analyzes any new literature or aspects of the project				Outcome 02
Presents the organization of the report				Outcome 08
Progress report	#DIV/0!	25%		
Analyzes current status with regard to proposed timeline				Outcome 08
Describes the project plan considering current status				Outcome 08
Lists and describes what has been completed or achieved				Outcome 08
Lists and describes what has not been completed or is missing with regard to the proposed timeline				Outcome 08
Explains and justifies any delays or changes in the timeline				Outcome 08
When delayed, presents a contingency plan or realistic corrective measures				Outcome 08
Budget Analysis	#DIV/0!	20%		

Describes and analyzes current expenditure				Outcome 10
Describes what has changed with regard to original plan				Outcome 10
Technical Plan	#DIV/0!	25%		
Present progress in terms of system architecture design				Outcome 01
Present progress in the design with technical diagrams and description of system components (uses appendices when necessary for details)				Outcome 01
Present snapshots or other evidences of prototypes and implementation progress				Outcome 08
Future work	#DIV/0!	5%		
Describes next tasks/phases considering current status				Outcome 08
Bibliographic References	#DIV/0!	2%		
Uses bibliographic references in the report body				Outcome 07
Lists the bibliographic references in a section of the report				Outcome 07
Appendices	#DIV/0!	2%		
Included sufficient appendices for detailed technical information and documentation				Outcome 01
Included appendices for additional information not suitable for the body of the report				Outcome 08
Subtotal	#DIV/0!	95%		

Category	Point Value [0..5]	% Weight	Comments	Course Outcome
Overall Document form and style	#DIV/0!	5%		
Progress report 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	#DIV/0!	100%		

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

Average of Point Value [0..5]	
Course Outcome	Total
Outcome 01	
Outcome 02	
Outcome 07	
Outcome 08	
Outcome 10	

1
3
4
5
6
7
8
9
10
11
12
13

Contribution to Program Outcomes Assessment

Program Outcome	Average Points [0..5]
Outcome (a)	0
Outcome (b)	
Outcome (c)	
Outcome (d)	
Outcome (e)	0
Outcome (f)	0
Outcome (g)	0
Outcome (h)	0
Outcome (i)	
Outcome (j)	
Outcome (k)	

(a)
(b)
(c)
(d)
(e)
(f)
(g)
(h)
(i)
(j)
(k)

Course Outcomes
Identify a problem or opportunity for a computer engineering solution or innovation and define the technical specifications with the user/client.
Write a project proposal to solve a computer engineering problem specifying the solution, the work breakdown structure, budget and realistic constraints.
Organize the teamwork and define individual tasks and responsibilities
Design implement and test a system to solve the desired needs, identify and design the components within realistic constraints and using engineering standards
Design a test plan for the system
Evaluate the ethical, legal, environmental, social, health and safety and other impacts of the system and propose the mitigation, or compensation measures when necessary
Write effective documentation using engineering standards, present the results and make demonstrations of system functionality
Use modern computer engineering tools for analysis of the problem, computer aided design, debugging, implementation and testing of the system.
Assess the final economical, environmental, legal and other aspects of the project in a post-mortem review
Make project decisions based on current literature and state-of-the-art tools available on campus, or provided by client/user when applicable
Assess Intellectual Property potential of the project and its implications in such issues as licensing, and marketing among others
Incorporate engineering standards and multiple realistic constraints

Program Outcomes
an ability to apply knowledge of mathematics, science, and engineering
an ability to design and conduct experiments, as well as to analyze and interpret data
an ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
an ability to function on multi-disciplinary teams
an ability to identify, formulate, and solve engineering problems
an understanding of professional and ethical responsibility
an ability to communicate effectively
the broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context
a recognition of the need for, and an ability to engage in life-long learning
a knowledge of contemporary issues
an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice