

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



Final Report Evaluation

Course ICOM5047 _____
 Section _____
 Semester _____
 Date _____
 Name of Team _____
 Name of Evaluator _____
 Project Title _____

Category	Point Value [0..5]	% Weight	Comments
Title Page	0	1%	
Contains University, department, title, names, date and logo	0		
Executive summary	0	10%	
Gives a brief and effective high-level description of system	0		
Summarizes deliverables and products as related to objectives and specs	0		
Summarizes budget analysis with final expenditure	0		
Presents actual or potential customers/market	0		
Introduction	0	5%	
Reviews problem description and project objectives	0		
Presents and analyzes relevant and current literature related to all aspects of the project	0		
Presents the organization of the rest of the report	0		

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Design Criteria and Specifications	0	15%		
Describes all the system specifications	0			
Describes the Design Criteria	0			
Describes the design/implementation/testing tools and how they were used	0			
Analyzes the constraints and limitations of the system	0			
Analyzes the constraints and limitations during the design and implementation of the system and how they affected system specs	0			
Analyzes the minimum/recommended requirements of HW and SW for the system to run properly	0			
Methods and approach to the solution	0	15%		
Presents an account of the activities in the project	0			
Describes how the specs of the system were tested and validated	0			
Presents the organization of the team and any adjustments needed during the project	0			
Describes and justifies changes in schedule	0			
Describes contingency measures for changes in schedule	0			
Market Overview	0	5%		
Presents system users both current and potential	0			
Identifies competitors and how the system compares with competition	0			
Results and Discussion	0	10%		
Presents the technical results of the project	0			
Presents and analyzes the ethical aspects of the project	0			

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Presents and analyzes the legal aspects of the project	0		
Presents and analyzes the environmental impact of the project	0		
Presents and analyzes the social aspects of the project	0		
Budget Analysis	0	15%	
Describes and analyzes actual expenditure	0		
Compares and justifies actual expenditure vs. Budget	0		
Conclusions and Future Work	0	10%	
Presents conclusions of project as related to methods and approach	0		
Presents conclusions of project as related to technical, economic, market, ethical, legal, environmental and social aspects	0		
Future work	0	5%	
Describes future work as related to system developed	0		
Describes future work as related to system improvement and potential market	0		
Bibliographic References	0	2%	
Uses bibliographic references in the report body	0		
Lists the bibliographic references in a section of the report	0		
Appendices	0	2%	
Includes a list of symbols and glosary as needed			
Included sufficient appendices for detailed technical information and documentation	0		

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Included appendices for additional information not suitable for the body of the report, for example user manuals, installation instructions, readme files, etc.				
Subtotal	0.00	95%		

Category	Point Value [0..5]	% Weight	Comments	
Overall Document form and style	0.00	5%		
Final report has a professional style and presentation	0			
Document is well organized and includes a table of contents, list of figures, list of tables	0			
Documents uses correct grammar and composition	0			
Uses adequate language and vocabulary variety	0			
Uses argumentation or bibliographic references to support statements	0			
Document is clear and concise	0			
Subtotal	0	5%		
Total over 5	0.00	100%		
Total over 100	0			

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Final Report Evaluation

Prototype is fully functional according to Detailed Technical Specs (Choose Yes or No)	
Project Final Report Evaluation (when prototype not functional - previous answer is No - subtracts 75 from document grade)	0.00

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