**Executive Report Grading Sheet**

Name 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name 2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_ Score **\_\_\_\_/100**

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| --- | --- | --- | --- | --- |
|  |  | Possible | Score | Comments |
| Technical Work (65%) | Clear objective in introduction | 5 |  |  |
| Appropriate detail of experimental methods and apparatus | 5 |  |  |
| Appropriate figure(s), graph(s), tables(s) to adequately support results and conclusions | 10 |  |  |
| Results and Discussion with appropriate analysis, accurate results, clear logic, and persuasive arguments | 30 |  |  |
| Clear conclusions and recommendations supported by the data | 15 |  |  |
| Writing  (35%) | Organization that includes appropriate headings | 5 |  |  |
| Quality of communication – clarity, precision, conciseness | 20 |  |  |
| Grammar, spelling, and appropriate length | 10 |  |  |