Individual Feasibility Report Grade Rubric

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| --- | --- | --- |
| Major Area | Description | Points |
| Memo Format | Memo title, Date, To, From, Subject | 5 |
|  | Single space memo “header” and double space memo | 5 |
| **TOTAL** |  | **10** |
| Front Matter | See p. 112 -113 in text | 10 |
| Feasibility Report | See p. 114 - 116 in text | 25 |
| Back Matter | See p. 115 in text | 10 |
| Illustrations | 1 in text illustration required. May use up to 3 in text illustrations | 10 |
|  | No reference in text | 10 |
|  | No IEEE citation | 10 |
| TOTAL |  | **25** |
| Grammar | Each grammatical error made in document | 2/error |
| Grammar Total |  | **10** |
| IEEE | Internal Citations in brackets—missing | 10 |
|  | References at end of document—missing | 10 |
|  | References not cited fully in IEEE | 5 |
|  | IEEE cites missing where should likely have cites | 5 per instance |
| IEEE Total |  | **30** |
| **Assignment TOTAL** |  | **75** |