**Team Project Final Technical Report Marking Rubric – For Use By Students**

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| --- | --- | --- | --- | --- | --- |
| Date: | Team #: Case Study Name: | | | | |
| Team Members: |  | | | | |
| **Final Technical Report Focus Areas** | | **Comments** | **Team’s Marks** | **Total Marks** |
| Cover Page and Table of Contents | |  |  | **5** |
| **Executive Summary:** | |  |  |  |
| ES: Incident Description and Losses | |  |  | **5** |
| ES: Context and Purpose of the Incident Investigation | |  |  | **5** |
| ES: Root Cause Analysis Summary | |  |  | **5** |
| ES: List of the Latent Causes | |  |  | **5** |
| ES: Recommendations | |  |  | **5** |
| ES: Business Case Analysis | |  |  | **5** |
| ES: Issues with Implementation & Next Steps | |  |  | **5** |
| **Chapters:** | |  |  |  |
| 1: Incident Description and Losses | |  |  | **5** |
| 2: Context and Purpose of  the Incident Investigation | |  |  | **5** |
| 3: Root Cause Analysis – Discussion: | |  |  | **10** |
| 4: Application of the Cause and Effect Model: | |  |  | **10** |
| 5: Key Recommendations | |  |  | **30** |
| 6: Business Case Analysis | |  |  | **15** |
| 7: Issues with Implementation | |  |  | **10** |
| 8: Next Steps | |  |  | **15** |
| References | |  |  | **5** |
| Appendix A: Root Cause Analysis – Chart | |  |  | **20** |
| **Overall:** Spelling, Grammar, Format, Organization, Presentation, Rational and Logic; Overall Flow | |  |  | **5** |
|  | | **Total:** |  | **170** |