

CSE 3000 – Progress Report Rubric

Total: 25 points

1. Dataset Description (10 points)

A well-documented dataset is critical to the success of the project. This section thoroughly describes:

Score	Criteria
10 points	Provides a thorough and well-organized description of dataset features, labels, sources, class balance, and potential biases. Includes examples, distributions, and supporting statistics.
5 points	Provides a general description of dataset features, labels, and sources but lacks depth in explaining class balance, bias, or distributions. Limited examples.
2 points	Provides a minimal dataset description with vague or missing information about class balance, sources, and biases. No examples or analysis.
0 points	No dataset description provided, or provides entirely incorrect details about their dataset.

2. Roadmap Forward (10 points)

Analysis Phase (5 points)

Score	Criteria
5 points	Clearly defines model/methodology selection with strong justification. Identifies relevant evaluation metrics. Includes specific details on implementation.
3 points	Provides a reasonable explanation of the model/method but lacks clear justification or evaluation metrics. Some implementation details missing.
1 point	Mentions model/method but with minimal explanation, no justification, or unclear evaluation metrics.
0 points	No model/method description provided.

Reflection Phase (3 points)

Score	Criteria
3 points	Clearly discusses ethical questions and approaches to address bias and fairness. Provides multiple well-reasoned considerations.
2 points	Identifies ethical questions and bias considerations but lacks depth in discussion.
1 point	Mentions ethics but does not meaningfully engage with the issues.
0 points	No ethical reflection provided.

Software and Tools (2 points)

Score	Criteria
2 points	Clearly lists relevant software, packages, and tools with justification for choices.
1 point	Lists some software/tools but lacks justification or detail.
0 points	No software/tools mentioned.

3. Presentation Quality & Time Management (5 points)

A concise and well-organized presentation is necessary for effectively communicating progress.

Score	Criteria
5 points	Presentation is clear, logical, well-organized, and within time limits. Uses appropriate visuals and examples to support discussion. Does not read directly off slides.
3 points	Presentation is generally clear but may lack organization, exceed time limits, or fail to effectively use visuals. May occasionally falter and read directly from slides.
1 point	Presentation is unclear, disorganized, or significantly over/under time. Reads directly off slides. Lacks examples or engagement.
0 points	No presentation given.

Final Breakdown:

- **Dataset Description** – 10 points
- **Roadmap Forward** – 10 points
- **Presentation Quality** – 5 points