**Project Milestone 1**

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| **Criterion**  **(Score 0 if element is absent)** | **Below Expectations**  **(1)** | **Meets Expectations**  **(2)** | **Exceeds Expectations**  **(3)** | **Score (1-3)** | **Points** |
| Project Summary and Stakeholder Description (0-25) | The project summary provides no or an insufficient introduction to the project, sets up the business case with large gaps, does not discuss high-level rules about the data adequately, list two or fewer stakeholders by role, or does not mention expectations of the project outcome adequately. | The project summary provides a cursory introduction to the project, sets up the business case with some gaps, discusses one or two high-level rules about the data, lists 3-4 stakeholders by role, and mentions expectations of the project outcome. | The project summary provides a cogent introduction to the project, sets up the business case adequately, discusses several high-level rules about the data, lists four or more stakeholders by role, and reasonable expectations of the project outcome. | 3 | 25 |
| Glossary (0-15) | A glossary in readable text is not provided or is provided with cursory descriptions of some or few of the entities, attributes and relationships defined in the conceptual model. | A glossary is provided in readable text with somewhat detailed descriptions of most of the entities, attributes and relationships defined in the conceptual model. | A glossary is provided in readable text with cogent descriptions of the entities, attributes and relationships defined in the conceptual model. | 3 | 15 |
| Data Questions (0-25) | Two or fewer data questions are documented that may not involve aggregations, calculations or filtering. | Three-four data questions are documented that provide relevance to the data in the system that may involve aggregations, calculations or filtering. | Five or more data questions are documented that provide relevance to the data in the system involving aggregations, calculations or filtering. | 3 | 25 |
| Conceptual and Logical Data Models (0-35) | An ornamented conceptual model is not provided, or is provided with fewer than four entities, many of which have fewer than four attributes and poorly-defined relationships. The conceptual model may be expressed in a logical model with gaps in fidelity between the entities, attributes and relationships, but may be missing data type definitions. The logical model does many contain many-to-many relationships. | A partially ornamented conceptual model is provided with four or more entities, many of which have four or more attributes and well-defined relationships. The conceptual model is expressed in a logical model with major fidelity between the entities, attributes and relationships, as well as most data type definitions. The logical model does may contain fewer than two many-to-many relationships. | A fully ornamented conceptual model is provided with six or more entities, many of which have five or more attributes and properly-defined relationships. The conceptual model is expressed in a logical model with fidelity between the entities, attributes and relationships as well as complete data type definitions. The logical model does not contain many-to-many relationships. | 3 | 30 |
|  |  |  | **TOTAL** |  | 100 |

Comments: