

Capstone Engineering Design: Mission Statement Rubric

Team Name: _____

		Cycle 1
1.	Project background and motivation	/10
2.	Project purpose	/10
3.	Project scope and constraints	/10
4.	Quality of milestones and tentative completion dates	/10
5.	Professionalism	/10
6.	Response to comments/ previous grading	
	TOTAL:	/50

Grading elements in mission statement

	Excellent (max pts)	Average (mid pts)	Poor (lowest pts)
Project background and motivation	Provides accurate, brief background that clarifies motivation for doing the project.	Background is moderately described; reader is not sure why project is important.	Background is non-existent, vague or off the point.
Project purpose	Clearly and accurately states team's specific objective.	Team's objective is stated but somewhat vague or incompletely defined.	Team's objective is nonexistent or off the point.
Project scope and constraints	Defines the parameters under which the team is undertaking this project. Introduces and defines realistic, general, constraints and other mitigating factors and how they impact the project's trajectory (within the limits of the team's current knowledge of the problem).	Constraints and mitigating factors are discussed, but their relevance to the overall project scope or trajectory is unclear or they are not sufficiently defined.	Constraints and other mitigating factors are not discussed; overall scope of project is unclear or not defined.
Quality of milestones and tentative completion dates	Provides specific milestones relevant to the project proposed that cover the project from end to end. Milestones relate to prior discussions of project purpose and scope.	Milestones provided are incomplete, lack specificity or are mainly tied to documentation deliverables or course deadlines; relevance to project purpose or scope is unclear.	Milestones are non-specific or entirely tied to course deadlines and fail to organize project in a meaningful way to outsiders.
Professionalism	Provides all required team-specific information and cover letter that accurately and concisely introduces team and project. Organizes document for readability. Adopts professional tone and style. Grammar/spelling is not distracting.	Includes all required elements, but executes poorly in some areas OR executes well, but omits 1 or 2 required elements.	Poor execution or major omissions (more than 2 required elements missing). Document may be incomplete, sloppily organized, or poorly written.
Response to comments and previous grading	Team has indicated that sponsor has seen the mission statement and given feedback prior to turning the document in.		