

Section	75-100%	50-75%	25-50%	0-25%
Formatting (20)	<p>Report is typed 12pt Times New Roman font, with 1 in margins</p> <p>Page number is included in the footer and project name in header</p> <p>Report is 5-8 pages</p>	Report is 4 pages	Report is 3 pages	Report is 0-2 pages
Overview and Mission Statement (50)	<p>Clear mission statement that defines a specific purpose is inspirational</p> <p>Clear statement of hypothesis and desired conclusions</p> <p>A brief description of CONOPS with an accompanying diagram</p> <p>Report includes mission success criteria from the RVM</p> <p>Report cites at least 1 external source</p>	<p>Good mission statement but lacks scientific purpose or inspiration</p> <p>Hypothesis stated but conclusion is not clear</p> <p>CONOPS and figure missing important mission sequence items</p> <p>Minimum success criteria well defined, full mission success criteria not tied back to mission statement</p> <p>Cites source, but doesn't clearly articulate information</p>	<p>Ill-defined mission statement with no scientific purpose</p> <p>Hypothesis stated but no conclusions</p> <p>Incomplete CONOPS description, no figure</p> <p>Minimum mission success criteria not ambitious enough, no full mission success</p> <p>Source not reputable or not relevant to mission</p>	<p>No mission statement</p> <p>No clear hypothesis or conclusion</p> <p>No clear CONOPS description or figure</p> <p>Incomplete mission success criteria</p> <p>Source not cited</p>
Management Overview (30)	<p>An organizational chart is provided listing all team members and their roles</p> <p>Team contact information is include</p> <p>A point of contact is designated</p>	<p>Chart is missing team roles</p> <p>-</p> <p>-</p>	<p>Chart is missing team members</p> <p>-</p> <p>-</p>	<p>Organizational chart not provided</p> <p>Contact information not provided</p> <p>A point of contact is not designated</p>

Technical Overview (50)	<p>Science goal is well described and the type of data collected is specified</p> <p>Sensor specifications are included in the report with reasoning of why these specifications will work for the described mission</p> <p>Data collection frequency is estimated with reasoning</p> <p>All data that will be saved to the SD card is listed</p> <p>On-board processing and ground based processing techniques are listed</p> <p>Safety concerns are listed and risk management strategies explored</p> <p>Report includes a system functional block diagram</p> <p>Requirements tracking plan is outlined</p>	<p>Science goal is well defined, but data collected is not specified</p> <p>Sensor specifications are listed without rationale</p> <p>Data frequency is estimated without rationale</p> <p>Some data that will be saved is listed but not all</p> <p>Some ground based processing techniques listed, but not enough to meet full mission success criteria</p> <p>Some safety concerns listed with associated risk management</p> <p>Most components are in functional block diagram with correct connections</p> <p>-</p>	<p>Science goal is ill-defined, and data collected is not specified</p> <p>Some sensor specifications are listed without rationale</p> <p>Data frequency is estimated, but is unrealistic</p> <p>Most data that should be saved is not listed</p> <p>Few basic ground based processing techniques listed</p> <p>Safety concerns are listed with no risk management</p> <p>Functional block diagram incomplete, most components missing</p> <p>-</p>	<p>Science goal is not defined and data collected is not specified</p> <p>Sensor specification not included</p> <p>Data frequency is not included</p> <p>No discussion of what data will be saved</p> <p>Little to no discussion of data processing</p> <p>Little to no discussion of safety and risk management</p> <p>No functional block diagram</p> <p>No requirements tracking plan</p>
Conclusion (30)	<p>Report includes a well written conclusion that summarizes the mission and presents a convincing closing statement</p>	<p>Conclusion is present, but lacks a convincing closing statement</p>	<p>Conclusion is present, but is vague and does not summarize the project</p>	<p>No conclusion is present</p>

Grammar/Spelling/Style (20)	<p>Report consistently demonstrates correct grammar and spelling and uses a clear and concise technical writing style</p> <p>Report is written in 3rd person</p>	<p>Several grammar and spelling mistakes, but consistent overall</p> <p>A few instances of 1st person pronouns</p>	<p>Many grammar and spelling mistakes, no clear technical writing style</p> <p>Many uses of 1st person pronouns</p>	<p>Excessive grammar and spelling mistakes</p> <p>Report is written in 1st person</p>
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