

Honors Lesson Rubric: Project Cost Management

Grading Criteria				
Project Details: Included Project Name, Project Manager, Date.	(1 pts) Included Included project details.	(0 pts) Missing Project details not included.		
Project Costs	(3 pts) Outstanding Developed a comprehensive budget of project activities appropriate for this type of project.	(2 pts) Meets expectations Provided a budget appropriate for this type of project. Some costs may be unclear or missing.	(1 pts) Needs improvement Provided a budget that omitted significant activities for this type of project.	(0 pts) Does not meet expectations No budget provided.
Budget Formatting	(3 pts) Outstanding Budget categories correctly labeled. Includes currency designation. Includes accurate calculation of subtotals, grand total. Clearly communicates budget to the reader.	(2 pts) Meets expectations Most categories are labeled with minor mistakes to the format or calculations. Somewhat unclear to the reader.	(1 pts) Needs improvement Format is unclear. Reader unable to determine budget based on submission.	(0 pts) Does not meet expectations No categories or format provided with budget, or no budget provided.
Word Count	(1 pts) Response appears to be 200-450 words. (Don't count, just guess).	(0 pts) Response appears significantly shorter or longer than required.		
Estimation Techniques	(3 pts) Outstanding Includes analysis	(2 pts) Meets expectations	(1 pts) Needs improvement	(0 pts) Does not meet expectations

	techniques or descriptions detailed enough to understand how cost was determined.	Includes some analysis or descriptions. Additional clarification is needed to understand how cost was determined.	Includes some information but lacks detail to determine how cost was determined.	Estimation information was not provided.
Cost Change Process	(3 pts) Outstanding Includes descriptions detailed enough to understand how cost changes will be managed.	(2 pts) Meets expectations Includes some analysis or descriptions. Additional clarification is needed to understand how cost changes will be managed.	(1 pts) Needs improvement Includes some information but lacks detail to determine how cost changes will be managed.	(0 pts) Does not meet expectations Cost change process was not provided.
Monitoring and Controlling the Budget	(3 pts) Outstanding Includes analysis techniques or descriptions detailed enough to understand how costs will be monitored and controlled.	(2 pts) Meets expectations Includes some analysis or descriptions. Additional clarification is needed to understand how costs will be monitored and controlled.	(1 pts) Needs improvement Includes some information but lacks detail to determine how costs will be monitored and controlled.	(0 pts) Does not meet expectations Process for monitoring and controlling the budget was not included.
Please provide feedback to your peers to help them improve their Project Charter. It is helpful to provide a rationale for how and why you awarded the score. Please include specific details on what was missing and/or make suggestions for improvement.				

Did your peer ask for specific feedback?	(3 pts) Yes	(0 pts) No		
Provide the specific feedback that your peer has requested.				