Testing Tolerances Memo Rubric

STUDENT: _____

EVALUATOR: _____ DATE: _____

CRITERIA	UNSATISFACTORY (Below Performance Standards)	PROFICIENT (Meets Standards)	ADVANCED (Demonstrates Exceptional Performance)

Memo Clarity and Professionalism (%)	● Fails to meet any of the Proficient Descriptors.
	 ● Common Pitfall:
	   - Uses informal or conversational words
	   - Includes graph, but doesn't talk about it
	
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		● Memo has a professional tone and uses academic vocabulary appropriately.
		 ● Memo includes at least one graph to clearly show results.
		 ● Graph is referred to in the analysis.
		
		 17 - - - - - - - - - - - - 19 - - - - - - - - - - - 21
			In addition to meeting the PROFICIENT criteria…
			 ● Memo includes two or more graphs to help show results
			
			 23 - - - - - - - - - - - -24 - - - - - - - - - - - 25

Accuracy of Data Analysis (%)	● Fails to meet any of the Proficient Descriptors.
	 ● Common Pitfalls:
	   - Graph doesn't include all data
	   - Forgets to explain all conclusions using data
	
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		● Graph is matches recorded data..
		 ● Analysis of data correctly represents the given graph.
		
		 17 - - - - - - - - - - - - 19 - - - - - - - - - - - 21
			In addition to meeting the PROFICIENT criteria …
			 ● Includes mention of another group's results and how it changed their memo.
			
			 23 - - - - - - - - - - - -24 - - - - - - - - - - - 25

COMMENTS: