

Skill	Exceeds – 5	Meets – 3	Needs Revision – 1
Content	<ul style="list-style-type: none"> Excellent progress has been made, clearly communicated to client Planning has incorporated key changes since original proposal to ensure success Timeline is referenced multiple times, with appropriate revisions suggested Team roles referenced multiple times, with appropriate revisions suggested All technical requirements have been met, acquired if necessary 	<ul style="list-style-type: none"> Some progress has been made, communicated to client Planning has incorporated some changes since original proposal Timeline is referenced at least once Team roles referenced at least once Some technical requirements have been met, acquired if necessary 	<ul style="list-style-type: none"> Little progress has been made, issues not communicated to client Planning has not incorporated any changes since proposal, lack of flexibility Timeline is not referenced Team roles not referenced Technical requirements have not been met
Analysis	<ul style="list-style-type: none"> Integrated detailed knowledge of proposal, development in a perfectly organized and accurate manner; articulated detailed knowledge of the solution and demonstrated a strong understanding of the next steps required 	<ul style="list-style-type: none"> Integrated knowledge of proposal, development in a generally organized and accurate manner; articulated some knowledge of the solution and demonstrated a fair understanding of the next steps required 	<ul style="list-style-type: none"> Did not integrate knowledge of proposal, development, or did so in a disorganized and inaccurate manner; not aware of next steps required
Vision	<ul style="list-style-type: none"> Responses convey a clear interest in developing the solution and detailed knowledge of the final steps to completion Team members convey positive attitude even if encountering setbacks 	<ul style="list-style-type: none"> Responses convey some interest in developing the solution and some knowledge of the final steps to completion Team members mostly positive, some frustration with setbacks 	<ul style="list-style-type: none"> Responses fail to convey an interest in developing the solution and lack knowledge of the final steps to completion Team members not positive

Style	<ul style="list-style-type: none"> • All members participate equally to communicate ideas • Speaking done clearly, articulately and audibly • Avoidance of filler words such as “you know,” “like,” or “uh/um” • Responds to client questions with no delay and certainty • Provides balanced, thoughtful detail to support answers • Body language – group conveys open and confident demeanour even when not speaking; maintains eye contact appropriately; no fidgeting/unnatural behaviour • Attire is selected appropriately for a professional meeting • Members are very neat and perfectly well groomed • Hand and facial movements are comfortable, natural, relaxed 	<ul style="list-style-type: none"> • Most members participate to communicate ideas • Speaking done mostly clearly, articulately and audibly with a few issues • 1-2 times using filler words such as “you know,” “like,” or “uh/um” • Responds to client questions with limited delay or uncertainty • Provides sufficient detail to support answers • Body language – group usually conveys open and confident demeanour even when not speaking; maintains eye contact some of the time; sometimes appears to be fidgeting/unnatural • Attire is casual; not necessarily professional attire • Members are generally neat and well groomed • Hand and facial movements are generally natural 	<ul style="list-style-type: none"> • Limited participation by different team members • Speaking not clear, not audible • 3+ times using filler words such as “you know,” “like,” or “uh/um” • Responds to client questions with delay and uncertainty • Provides insufficient detail to support answers • Body language – group conveys closed, lack of confident demeanour even when not speaking; avoids eye contact; frequently appears to be fidgeting/unnatural • Attire is excessively formal or casual; not appropriate professional attire • Members appear not to be well groomed, messy • Hand and facial movements are awkward and unnatural
Overall Score /20			