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| **Points Received** | **Points Possible** | **Item** | **Comments** |
|  | 0.5 | **Abstract**  [-0.5] if no overview of rest of document |  |
|  | 1.0 | **Overview of System**  [-0.5] if no summary of project  [-0.3] if no explanation for why project is interesting  [-0.2] if no description for the aspects of interaction project will focus on |  |
| 0.0 | 0.0 | **Overview of User Base**  optional section |  |
|  | 1.0 | **Details of User Base / User Distribution**  [-0.5] if no summary of who is expected to use system  [-0.3] if no distribution over important variables  [-0.1] if no explanation for why variables were chosen  [-0.1] if no explanation for why variables are important |  |
| 0.0 | 0.0 | **User Roles**  optional section |  |
|  | 1.0 | **User Personas**  [-0.2] for each missing user persona (there should be at least 4)  [-0.1] if no description of differences among personas  [-0.1] if no conclusions drawn from personas |  |
|  | 1.0 | **Task Analysis**  [-0.2] for each persona without 3-10 tasks  [-0.2] if task list not prioritized (numbered) |  |
|  | 1.0 | **Usability Goals**  [-0.2] for each missing usability goal (there should be at least 5) |  |
|  | 1.0 | **Usability Requirements**  [-0.2] for each missing usability requirement (there should be at least 5)  [-0.1] for each requirement that is not falsifiable |  |
|  | 1.0 | **Conceptual Model**  [-0.6] if no description of characteristics of interaction  [-0.2] if no explanation for how user base thinks about and understands interaction  [-0.2] if no explanation for expectations users have regarding interaction |  |
|  | 0.5 | **Conclusion**  [-0.5] if no summary of project |  |
|  | 1.0 | **Written Clarity**  [-0.5] if the writing is ambiguous or not clear/precise  [-0.5] for excessive spelling/grammar mistakes |  |
|  | 1.0 | **Formatting**  [-0.5] if not submitted as PDF  [-0.2] if no title or headings  [-0.1] if title not bold or larger font  [-0.1] if headings not bold or larger font  [-0.1] if no page numbers |  |
| 0.0 | 0.0 | **Late**  [-1.0] for each day (24 hours) late |  |
|  | **10** | **Total** |  |