David Neil Daniell	Automated Algorithm Design	3
Student Name	VIP Team	Semester

VIP Notebook Grading Rubric		Poor				Intermediate				Exemplary				
Notebook Maintenance (25)	Name & contact info	0		1		2		3		4				**5**
	Teammate names and contact info easy to find	0		1		2		3		4				**5**
	Neat, legible, additional pages secured	0		1		2		3		4				**5**
	Organization	0		1		2		3		**4**				5
	Updated at least weekly	0		1		2		**3**		4				5
Meeting notes (15)	Group topics	0		1		2		3		4				**5**
	Other individuals	0	1	2	3	4	5	6	7	8	**9**	10		
Personal work & accomplishments (35)	To-do items: clarity, easy to find	0		1		2		3		4				**5**
	To-do list consistency (weekly or more)	0	1	2	3	4	5	6	**7**	8	9	10		
	To-dos & cancellations checked & dated	0		1		2		3		**4**				5
	Level of detail: personal work & accomplishments					Includes ideas, progress and results.				Includes ideas, progress, results + **explanations, justifications & reflections.**				
		0	1	2	3	4	5	6	7	8	9	10	**11** 12 13 14 15	
Useful resource (25)	References (internal, external)	0	1	2	3	4	5	6	7	8	**9**	10		
	Useful resource for the team					Useful: Someone familiar with the project would find sufficient answers.				Excellent: Useful to future group members; someone familiar with the field could follow the work.				
		0	1	2	3	4	5	6	7	8	9	10	11 12 **13** 14 15	

Comments: This is my busiest semester at Tech thus far. I'm graduating, and I feel like I'm struggling to keep up.

Column totals:	0	0	85

Total out of 100: 85