

	HD	D	CR	P	NP	NN
Create an appropriate project name for a prototype (2pts)	Name is creative, descriptive, meaningful and clearly connected to the project	Name is descriptive, meaningful and clearly connected to the product	Name is clearly connected to the project	Name is basically connected to the project	Name is not connected to the product and/or is inappropriate for the project	Not supplied
Wrote a project description that enables the reader to visualise an outcome (5pts)	Description is precise, comprehensive clear and unambiguous	Description is precise, clear and unambiguous	Description is clear and unambiguous	Description is clear but some information is missing and/or incomplete	Description is unclear and/or essential information is missing and/or incomplete	Not supplied
Provided comprehensive team information (10pts)	All team member detail is listed, team member information is clear, detailed and comprehensively	All team member detail is listed, team member information is clear and comprehensively completed	All team member detail is listed, team member information is clear and complete	Some team information is missing and/or the team roster is incomplete	Team roster is mostly incomplete and/or essential information is missing	Not supplied
Defined clear and unambiguous Minimum Viable Features (MVF) and test that is not open to interpretation	Description is precise, comprehensive clear and unambiguous	Description is precise, clear and unambiguous	Description is clear and unambiguous	Description is clear but some information is missing and/or incomplete	Description is unclear and/or essential information is missing and/or incomplete	Not supplied

Defined clear and unambiguous expanded features that are not open to interpretation	Description is precise, comprehensive clear and unambiguous	Description is precise, clear and unambiguous	Description is clear and unambiguous	Description is clear but some information is missing and/or incomplete	Description is unclear and/or essential information is missing and/or incomplete	Not supplied
Describe the motivation for a project based on a teams individual capabilities and interests	Description is detailed and comprehensive and is clearly related to the teams individual capabilities and interests	Description is comprehensive and clearly related to the teams individual capabilities and interests	Description is clearly related to the teams individual capabilities and interests	Description is connected to the teams individual capabilities and interests	Description is not connected to the teams individual capabilities and interests	Not supplied
Presented a workload rationale that is justified and based on the capabilities and experience of a project team	Rationale is detailed, believable and backed up by relevant evidence	Rationale is believable and backed up by relevant evidence	Rationale is mostly realistic and backed up by connected evidence	Rationale is partially realistic and backed up by mostly connected evidence	Rationale is not realistic and/or not backed up by some evidence	Not supplied
Explained how the teams completion of the project will extend team members knowledge	explanation is detailed, comprehensive, believable and backed up by relevant evidence	Explanation is detailed, believable and backed up by relevant evidence	Explanation is mostly realistic and backed up by evidence	Explanation is partially realistic and backed up by some evidence	Explanation is not realistic and/or not backed up by some evidence	Not supplied
Describe risk for a project that is specific	Risk description is specific, contextualised and	Risk description is specific, contextualised and	Risk description is mostly specific, and contextualised and	Risk description is connected to the project, may include	Risk description is not specific and/or contextualised.	Not supplied

and contextualised	comprehensive includes detailed mitigation efforts.	includes mitigation efforts.	includes some mitigation efforts.	risk mitigation but gaps remain.	And/or no mitigation efforts included	
Provided a rationale for selected tools and resources and alternatives not used	Lists at least 2 project specific appropriate tools/technologies providing all required information.	Lists at least 2 project specific appropriate tools/technologies providing most of the required information.	Lists at least 1 project specific appropriate tools/technologies providing most of the required information.	Lists at least 1 project specific appropriate tools/technologies provides some of the required information.	Tools/technologies listed are not specific and/or appropriate to the project. And/or the required information is not supplied.	Not supplied
Set up collaborative workspaces for a team project	Lists at least 2 project specific appropriate workspaces providing all required information.	Lists at least 2 project specific appropriate workspaces providing most of the required information.	Lists at least 1 project specific appropriate workspaces providing most of the required information.	Lists at least 1 project specific appropriate workspaces provides some of the required information.	Workspaces listed are not specific and/or appropriate to the project. And/or the required information is not supplied.	Not supplied
Set up communication expectations and responsibilities that align understandings and expectations for a project	Defines communication expectations and responsibilities plan is a detailed, comprehensive way that clearly aligns understandings and expectations for a project	Defines communication expectations and responsibilities in a detailed way that clearly aligns understandings and expectations for a project	Defines communication expectations and responsibilities in a clear way that aligns understandings and expectations for a project	Defines communication expectations and responsibilities that mostly aligns understandings and expectations for a project	Defines communication expectations and responsibilities that mostly aligns understandings and expectations for a project	Not supplied
Define decision-making and dispute	Clear and detailed decision-making process which can	Clear decision-making process which has potential to handle an impasse	Adequate Decision-making process which has potential to handle most	Basic decision-making process which has potential to handle	Defines communication expectations and responsibilities that	Not supplied

resolution processes for a project	handle any impasse		conflict, some gaps exist.	some conflict but gaps exist.	mostly aligns understandings and expectations for a project	
Create a detailed schedule for a project on a Trello board	Schedule is clear, achievable, comprehensive, and correctly set up in Trello.	Schedule is clear, achievable, and correctly set up in Trello.	Schedule is clear, realistic, and correctly set up in Trello. Minor errors may exist.	Schedule is basic but mostly realistic, and is mostly set up in Trello correctly, some errors may exist	Schedule not considered and/or unclear and/or essential information is missing and/or incomplete. Not set up in Trello.	Not supplied
Proposal is correctly formatted according to supplied specifications	Formatting is precise, and follows all instructions, no errors exist	Formatting follows all instructions, minor errors may exist	Formatting follows most of the instructions, no significant errors	Formatting follows most instructions but has one significant error.	Does not follow most instructions and/or has more than one significant error	Does not follow any instructions and/or has multiple significant errors.