

1 General formatting

1. ☒ The pages are of size 8 1/2 x 11 inches, with 1-inch margins.
2. ☒ The text is in 12-point Times New Roman font, with 1.5 spacing.
3. ☒ Sections and subsection headings are numbered (e.g., 2.1, 2.2, ...), and are in decreasing-sized fonts (e.g., 16-pt section headings, 14-pt subsection headings, 12-pt sub subsection headings).
4. ☒ Appendices restart the section numbering, using capital letters as section labels and Arabic numerals as subsection labels (i.e., A.1, A.2,); appendix headers are in decreasing-sized fonts.
5. ☒ If a section is divided into subsections, it has at least two subsections. Similarly for subsections divided into sub subsections, and so on.
6. ☒ The front matter, Conclusions, Recommendations, Glossary, Acknowledgements, and References sections are not divided into subsections.
7. ☒ Each figure has a number and a caption below the figure.
8. ☒ Each table has a number and a title above the table.
9. ☒ Figure and table numbering restarts at the beginning of each appendix, using a combination of the appendix label and figure/table number within the appendix (e.g., A-1, A-2).
10. ☒ Each figure and table is cited (referred to by number) in the report text, either on the same page as the figure/table or on the preceding page.
11. ☒ Figures and tables are legible.
12. ☒ Paragraphs are indented, with one space between paragraphs.
13. ☒ Front-matter pages are numbered using lower-case roman numerals, with the title page as page 1. Page numbers do not appear on either the title page or the letter of submittal.
14. ☒ Page numbering restarts at the main body of the report: pages in the main body and back matter, including appendices, are numbered using Arabic numerals, with the first page of the Introduction as page one. Alternatively, page numbering could restart with each appendix where page numbers are prefixed with appendix letters (e.g. A-1, A-2)
15. ☒ Page numbers are centred at the bottom of the page.
16. ☒ Paper sections are correctly ordered.
17. ☒ The length of the report's main body is 10-20 pages.

2 Technical Communication

2.1 Grammar

The report contains some grammatical errors.

2.2 Structure

The report's content is properly structured into a logical hierarchy and is visually appealing.

2.3 Cohesion/Fluency/Clarity

The report presents a cohesive language, proper choice of words and contain no vagueness or ambiguity.

3 Technical Content

3.1 Problem Statement

- **Is the required background knowledge provided?**
Very minimal
- **Is the problem stated clearly?**
Could have been stated more concisely
- **Is the problem's significance mentioned?**
Not addressed clearly

3.2 Context

- **Does the author properly describe the domain, the environment and the target audience?**
The environment and the audience are not addressed clearly.
- **Are the design constraints well-defined?**
No specific constraints
- **Are the design criteria well-defined?**
Criteria are unweighted. 3 out of 4 are quantitative and hard to measure.

3.3 Solution

- **Are any alternatives offered by the author?**
yes
- **Do the alternatives properly fit in the context?**
Not applicable (since there are no constraints).

- **Is the solution space explored in adequate depth?**
Arguably not.

3.4 Justification

3.4.1 Analysis

- **Are the assumptions, if any, reasonable?**
yes
- **Evaluation Scheme:**
 1. *Is the evaluation fair to all the alternatives?*
yes
 2. *Is the evaluation based on the criteria?*
yes
- **Is the analysis sound and correct?**
“Integration/Implementation” criterion could have been quantized by estimating the number of lines of code, thus, making the evaluation less subjective.

3.4.2 Result

- **Is the conclusion based on the observations (i.e. honest)?**
yes
- **Are the trade-offs considered?**
yes

4 Final Evaluation

Final Mark

Very good

Overall Comments

No further comment