ENGR 101 – Research Report Grading Sheet

Team and Names: _______________________________________________________________

Organization of Collected Data (20 points) _______

Logical organization of main points and sub-points
Unified and coherent paragraphs
Overall good style and sentence structure
Good use of transitions and headings to guide readers
Terms defined as necessary

Content (30 points) _______

Approved technical topic
Topic of proposed study is clearly identified
Support and development of hypothesis (requested number of pages in findings / collected data area)
Purpose and audience of proposed study are clearly identified
Scope of proposed study is given, with sufficient background on sub-topics
Research methodology is identified and explained
Data are linked to hypothesis, are discussed clearly and correctly
Relevant conclusions are drawn from data
Graphics support interpretation of data, add to readers’ understanding

Use of Sources (15 points) _______

Reference page in APA format (or format as identified by instructor)
Incorporation of current professional print sources, as identified by instructor
On-line sources limited to credible, recent (typically signed and dated) materials
Interviews accurately reflect conversations with experts
In-text citations according to APA format (or format identified by instructor)
Honest paraphrasing appropriate for intended audience
Interwoven use of sources
Minimal direct quotations
Correlation of Reference page to in-text citations
No plagiarism

Supplements / Format (15 points) _______

Title page
Abstract
Introduction
Conclusion, possibly with recommendations
Visual(s) (as necessary) are clear, attractive, useful, cited if appropriate
Headings and sub-headings are specific and helpful
Pages are numbered appropriately
Appearance—printing, spacing, margins, overall neatness

Writing Quality (20 points) _______

Phrasing is tight and concise; needless words are omitted
Language used is appropriate to audience
Style is graceful, flowing, cohesive
Grammar, punctuation, and mechanics are impeccable

Total points: _______

Note: Failure to demonstrate competency in any one of the above areas may result in a failing grade.