Team:

Project title:

Date: Points:

Final report evaluation form

Content		0–5	☐ Final technical report with complete results [evaluated separately] ☐ Status of the project, progress report, plan congruency [+2p] ☐ Solution of (un)expected events (with regard the previous risk analysis) [+1p] ☐ Summary of the project achievements [+2p]
Report presentation		0–5	☐ Logical Structure and style [-2p] ☐ Detail level balanced [-2p] ☐ Intelligibility [-2p] ☐ Convincingness [-2p] ☐ Language, terminology [-1p] ☐ Typography [-1p]
Oral presentation		0–5	☐ Content adequacy (Content of the report should be mostly covered) [-2p] ☐ Logical structure [-2p] ☐ Detail level balanced [-2p] ☐ Intelligibility [-2p] ☐ Convincingness [-2b] ☐ Graphical material on the slides [-1p] ☐ Rhetorical quality, interaction with audience [-1p] ☐ Language fluency [-1p] ☐ Timing [-1p]
Points (without penalty)		0–15	**Points**
Penalty		-15–0	