Software Team Project Document Grading Form

Name/Team _____   **Date** _____

Project_____   **Document** _____

Evaluation Factor	Total Points	Points Given	Comments
Purpose: Document has a clear statement of its purpose.	10 %		
Correctness: Document contains accurate information.	20 %		
Completeness: Document covers all features related to its stated purpose.	10 %		
Terminology: Document contains definitions and/or explanations of its relevant terminology.	10 %		
Process Evident: Document displays evidence that it is the result of an ordered and definable process.	10 %		
Process Followed: Document shows that the team/student obeyed its own process guidelines.	5 %		
Usability: Subjective judgment as to the utility and quality of the document.	10 %		
Original Contribution: Evidence that the document contains some original thoughts or ideas.	5 %		
Organization: Document exhibits good organization and a logical structure.	10 %		
Writing Quality: Document contains correct spelling and grammar, and an effective writing style.	10 %		
Overall Total	**100 %**		