

MECH 4240-50 Report Writing Rubric

	Exceeds expectations	Above expectations	Meets expectations	Below expectations	Marginal/ Failing
Correct use of third person past tense in passive voice	No errors		Few errors		Many errors
Grammar and punctuation	No or very few errors		Few errors		Many errors
Flow of sentences and paragraphs, transitions	Good flow, smooth transitions throughout		Few poor transitions		Few good transitions, Poor flow
Referencing tables and figures properly	No errors		Few errors		Many errors
Number and center equations	No errors		Few errors		Many errors
Symbols- italicized	No errors		Few errors		Many errors
Units no italics	No errors		Few errors		Many errors
Technical discussions- logical? Convincing? Appropriate use of eng. terminology?					
Correct and appropriate use of eng. analysis					
CAD-Adhering to standards, accuracy, details					

Comments: