

Project # \_\_\_\_\_ Reviewer \_\_\_\_\_ Date \_\_\_\_\_

## Proposal Review Evaluation Sheet

Design: 15 pts	Max Score		Min Score
<b>High-level Design</b>	<b>(3)</b> - problem statement, solution, and high-level requirements are appropriate and well-defined	<b>(2)</b> - problem statement, solution, or high-level requirements need improvement	<b>(0)</b> - inappropriate or poorly defined
<b>Block Diagram</b>	<b>(2)</b> - diagram is modular with all important details	<b>(1)</b> - diagram incomplete or lacks important details	<b>(0)</b> - lacking multiple important details or missing
<b>Design Overview</b>	<b>(7)</b> - well-reasoned design with no major areas for improvement	<b>(4)</b> - mostly complete design with few areas for revision	<b>(0)</b> - significant improvement needed, design is largely incomplete, and/or major sections missing
<b>Scope</b>	<b>(3)</b> - adequately complex and feasible	<b>(1)</b> - project scope requires adjustment	<b>(0)</b> - significant adjustment required
Comments:			

Decorum: 5 pts	Max Score		Min Score
<b>Professionalism &amp; Preparedness</b>	<b>(5)</b> - each team member is punctual and knowledgeable and contributes with consistent attentiveness and enthusiastic delivery	<b>(2)</b> - some team members require improvement in this area	<b>(0)</b> - team lacked professionalism or preparedness
Comments:			

Instructor Follow-up Required ☐

**Total: \_\_\_\_\_ /20**