UNC Charlotte Senior Design – Planning Rubric

Project: _____   **Date:** _____

Student(s): _____   **Score:** _____/ 16

Work Breakdown Structure:

	1 - Expert	**0 – Novice**
Format Score: _____	Group has used suggested format	Group has not used suggested format
Heading Score: _____	Project title, date, and revision number are correct	Project title, date, and revision number are not correct
Tasks Identified Score: _____	All of the conceivable tasks needed for the project have been identified and listed	While some tasks have been listed, some are not realistic, and some tasks are missing from the effort
Time of Effort Identified Score: _____	All tasks have been given an appropriate amount of effort (man hours) to complete	Some of the tasks have not been given an appropriate amount of effort (man hours) to complete, or some estimate are not realistic
Resources Identified Score: _____	All tasks have at least one team member identified as the assigned resource	Some of the tasks do not have at least one team member identified as the assigned resource
Sponsor Effort Score: _____	The appropriate effort (task and time) of the Sponsor has been identified.	The effort (task and time) of the Sponsor has not been identified.
Faculty Mentor Effort Score: _____	The appropriate effort (task and time) of the Faculty Mentor has been identified.	The effort (task and time) of the Faculty Mentor has not been identified.

Schedule

	1 - Expert	**0 – Novice**
Format Score: _____	Group has used suggested format	Group has not used suggested format
Heading Score: _____	Project title, date, and revision number are correct	Project title, date, and revision number are not correct
Item Description Score: _____	The work breakdown structure and schedule items match	The work breakdown structure and schedule items match
Project Flow Score: _____	The correct precedence and project flow have been identified.	The schedule does not have the appropriate precedence; project flow is poor and illogical.

Risk Assessment:

	1 - Expert	**0 – Novice**
Format Score: _____	Group has used suggested format	Group has not used suggested format
Heading Score: _____	Project title, date, and revision number are correct	Project title, date, and revision number are not correct
Risks Identified Score: _____	Appropriate risks have been identified	Few risks or non-meaningful risks have been identified
Risk Scoring Score: _____	Risks have been scored based on appropriate probability and impact	Risks have not been appropriately scored.
Risk Responses Identified Score: _____	Risks have appropriate responses	Some of the risks have no response plans