INFOST 340 – Systems Analysis Semester: Fall 2017 Instructor: Kevin Trainor Assignment: Project Plan Outline Course Component: Skills Practice Grading Rubric

Base Point Allocation

Base Points (23 available points)

Requirements

Assignment submitted on-time or within the allowable late period.

Percent Credit	Description
100	Meets all expectations.
0	Not submitted or submitted too late.

Submission

Timeliness (16 available points)

Requirements

Must be submitted by date and time indicated in the weekly schedule.

Percent Credit	Description
100	On Time
0	Late
0	Not submitted or submitted too late

File Submitted (10 available points)

Requirements

Only 1 file should be submitted.

File submitted must meet all requirements included in assignment instructions.

The file submitted must have a properly formed file name.

When file submitted is a .ZIP file, files contained within the zip must have the expected directory structure, file types, file formats, metadata, directory names, and file names.

Percent Credit	Description
100	Meets all expectations.
50	Meets nearly all expectations.
0	Does not meet expectations.
0	Not submitted or submitted too late.

The Stakeholders

Completeness (5 available content points)

Requirements

Addresses all stakeholder groups explicit or implicit in the case scenario.

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

Requirements

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

The Problem or Opportunity

Completeness (6 available content points)

Requirements

All problems explicit or implicit in the case are identified.

All opportunities explicit or implicit in the case are identified.

All expected benefits have been identified.

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

Requirements

Problems are expressed in business terms.

Opportunities are expressed in business terms.

Expected benefits are expressed in business terms.

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

Plan for Managing Scope

Completeness (6 available content points)

Requirements

Stakeholder groups that might be eliminated are identified.

Problems that might not be addressed are identified.

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

Requirements

A rationale has been provided for eliminating some stakeholder groups.

A rationale has been provided for not addressing some problems.

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

Plan for Requirements Gathering

Completeness (6 available content points)

Requirements

The stakeholder groups from whom additional requirements need to be gathered are fully identified.

The types of requirements that need to be gathered from each stakeholder group are fully identified.

The preferred methods of gathering further requirements are fully identified.

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

Requirements

An adequate rationale has been provided for choosing stakeholder groups from whom to collect more requirements.

An adequate rationale has been provided for choosing particular methods for gathering further requirements.

Writing meets professional business writing standards.

Percent Credit	Description
100	Meets all expectations.
90	Meets nearly all expectations.
75	Meets most expectations.
50	Meets some expectations.
25	Meets few expectations.
10	Meets nearly no expectations.
0	Meets no expectations.
0	Not submitted or submitted too late.

Total Available Points = 100

Please Note: This grading rubric allows for adjustments to be made to your content point score. The total number of content points available to be awarded on this assignment is 51. An adjustment of up to 36 content points may be made for submissions that have a low content point score and yet meet the following criteria: Assignment must be submitted on time. Work submitted must show good faith effort on ALL parts of the assignment.