

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

Submission

Timeliness (49 available points)

Requirements

See due date and time in weekly schedule.

Percent Credit	Description
100	On Time
67.3469	Late
0	Not submitted or submitted too late

File Submitted (10 available points)

Requirements

Submit only 1 file.

File type must be .PDF.

File name includes student name.

File name meets all requirements stated in assignment instructions.

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 Stakeholders

Completeness (5 available 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.

Technique (6 available points)

Requirements

Each stakeholder group is classified appropriately.

A rationale is provided for each stakeholder group classification.

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.

The Problem or Opportunity

Completeness (5 available 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.

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.

Technique (5 available points)

Requirements

Problems are expressed in business terms.

Opportunities are expressed in business terms.

Expected benefits are expressed in business terms.

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.

Plan for Managing Scope

Completeness (5 available points)

Requirements

Stakeholder groups that might be eliminated are identified.

Problems that might not be addressed are identified.

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.

Technique (5 available points)

Requirements

A rationale has been provided for eliminating some stakeholder groups.

A rationale has been provided for not addressing some problems.

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.

Plan for Requirements Gathering

Completeness (5 available 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.

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.

Technique (5 available points)

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.

Grade Adjustments

Adjustment (100 available points)

Requirements

Assignment has been submitted on time, shows good faith effort on all parts, and reflects proper attention to detail.

Percent Credit	Description
0	Meets all expectations. No additional credit needed to meet a minimum score of 85.
0	Meets all expectations. Some additional credit needed to meet a minimum score of 85.
0	Does not meet expectations.
0	Not submitted or submitted too late.

Net Available Points = 100