

IS594-PJ – Project Management
Instructor: Kevin Trainor
Assignment: Monitoring, Controlling, and Closing Practice Assignment
Course Component: Skills Practice Assignments
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

Physical Submission (10 available points)

Requirements

One (and only one) submission should be made to the Canvas submission activity.

One PDF file should be submitted.

All file submitted must follow the naming conventions indicated in the instructions document.

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.

Exercise 1 (Regular)

Completeness (23 available content points)

Requirements

Must identify likely content errors expected to be found in the content pages of the new system.

Must identify and approach to measuring and managing those errors.

Must mention 2 of the following 7 tools: cause-and-effect diagram, check sheet, control chart, histograms, Pareto charts, scatter diagram, stratification.

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 (23 available content points)

Requirements

Must meet length requirements (0.5 to 1.0 pages single-spaced).

Must be written as a professional business-like report with full sentences and paragraphs.

Must exhibit proper spelling, grammar, and choice of words.

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.

Exercise 2 (Challenge)

Completeness (3 available content points)

Requirements

Must be a Customer Acceptance/Project Completion form with content and organization similar to the example shown on page 377 of the Schwalbe text.

Must include particulars of the Research Center Website project rather than the sample project from the textbook.

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 (2 available content points)

Requirements

Must have a length comparable to the example shown on page 377 of the Schwalbe text.

Must be written as a professional business-like form with full sentences and paragraphs.

Must exhibit proper spelling, grammar, and choice of words.

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 REGULAR EXERCISES. It is possible to qualify for the points adjustment without having submitted work on the CHALLENGE EXERCISE.