

**Team Project – Written Report – Evaluation Criteria
FSHN 311**

Group: _____

Score	Points	Criteria	Excellent	Good	Fair	Poor
	4	Abstract	Summarizes goal of project and results concisely. Specific information provided.	Most information is presented, but some items may be missing	Insufficient summary of what was done. Few specific results presented.	Abstract is missing or contains no specific information.
	10	Introduction	Discusses why the study was done, and clearly states the hypothesis tested. Presents background information, with references, relevant to study.	Gives general description of the purpose of the study, but some relevant background information may be missing	Some information on the purpose of the study is given, but no background or references provided.	Provides little or no information on why the study was done. No background information given.
	10	Materials and Methods	Concisely describes methods or gives references to sources of methods used. Product handling well described.	Methods generally are well described or referenced, but some items may be insufficiently described or left out.	Methods insufficiently explained, or described in too little detail. Large gaps in information.	Most key pieces of information are missing. References to methods aren't provided.
	12	Results	Data are presented in one or more tables or figures, with accompanying text to introduce. Figures are used to illustrate key comparisons or trends. No calculation errors.	Data tables or figures are presented, but some calculations may be in error, some data may be missing, or figures may be insufficient.	Insufficient data presented, or several errors in calculations present and distract from the results. Text accompanying tables or figures may be missing.	Summarized data are missing. No text to present the results. No figures or tables are presented.
	12	Discussion	Clearly discusses what results mean and what conclusions may be drawn from them. Cites published results to support results.	Generally clear discussion of results and conclusions but may miss some points. Some use of references included.	Limited discussion of results and conclusions. Little or no reference to published literature	Reader can gain very little information about why the project was done and what the results may mean. No reference to other studies.
	4	References	Includes references to methods and related studies, all complete and in appropriate style.	Appropriate references are generally present; some may be incomplete or in incorrect style.	Few references are given. Style is incorrect and/or incomplete.	No references provided.
	8	Style	Writing is free of errors in grammar, punctuation, capitalization, and spelling. Uses passive voice. Flows smoothly. Logical connection of points. Follow standard journal paper style.	Writing is generally error-free and in passive voice. Sentence flow is generally smooth and logical. Journal paper style is generally followed. Minor errors may be present.	Writing has some errors but these are not too distracting. Voice may change randomly. Flow is not consistently smooth; appears disjointed. Journal paper style is not followed consistently.	Errors are frequent and distracting, so that it is hard to determine meaning. No logical connection of ideas or flow of sentences. Journal paper style is not followed.

_____ **Total Score (60 total points)**