

QUALITY CONTROL FORM

RUBRIC FOR SENIOR PLAN

CIBACS
Senior Project

Project Definition Requirements

Anticipate any possible questions that might be asked by Panel on each of the following:

Mission

Definition of Plan / Problem

Motivational Comprehension

Mentors, Customers, and other Stakeholders

Timeline

Resources

Project Research Requirements

Uncover gaps in the research effort that might be identified by the Panel.

Does the Plan identify questions that must be answered or weak areas calling for more information?

Does the Plan call for a variety of research vehicles?

Books

Internet

Correspondence

E-mail

Interviews

Site visitations

Letters

Project Documentation Requirements

Does the Plan call for proper documentation?

Log

Video

Other means?

Photo-History

Mentor Verification

Project Action Requirements

Does the Plan define the scope of the project? (How much work is estimated at each stage?)

Does the Plan show a breakdown of required work?

Exactly what work is required in the Plan?

Does the Plan schedule the required work?

Beginning of required work?

Completion of required work?

Does the Plan prioritize the required work?

Is the breakdown of required work visualized in the Timeline identical to that in the written Plan?

Quality Control Requirements

Have the Quality Control Partners turned in a written report (Quality Control Report)?

To what extent does the Plan include HOW all of its parts will be accomplished?

Weak Points

Missing Points

Suggestions