

Writers' Names _____

Hanson CTC Reviewer _____

Title of Paper _____

Prof/Section # _____

To achieve the best possible score on the final report, you must heed the suggestions and comments provided on this proposal. Ultimately, your final grade reflects your ability to revise and improve your writing. If you have written a strong proposal (clear, concise, well-organized, and persuasive), keep up the good work. If our comments note shortcomings in your writing, you can still receive a high grade if your final report addresses our concerns.

<i>Audience</i>	Agree	Disagree
You write a clear, concise, <i>Introduction</i> so that the GFE's reviewers can understand what you intend to research.		
Your <i>Background and Significance</i> section answers why the experiments are worth conducting and gives evidence of your research.		
Your <i>Specific Aims</i> explains what you intend to do and what knowledge you hope to gain so that the GFE reviewers can understand your main points even if they are not subject-matter experts.		
Your <i>Research Plan and Design</i> convinces professionals in your field that you are capable of designing and completing the proposed experiments.		
Your <i>Conclusion</i> summarizes the merits of your proposed experiments and asks the GFE to grant your request for funding.		

<i>Relevant Principles</i>	Agree	Disagree
You explain statics principles with clarity and relevance.		

<i>Persuasive Arguments</i>	Agree	Disagree
Your proposal establishes your team's qualifications and clearly describes a course of action that lends credibility to your funding request.		

<i>Paragraphs and Sentences</i>	Agree	Disagree
You use a clear topic sentence for each paragraph. If necessary, you break paragraphs down into subtopics.		
Your build effective sentences with strong subjects and verbs.		
You demonstrate error-free spelling and punctuation.		

<i>Crediting Sources</i>	Agree	Disagree
You site your sources correctly in-text (using APA rules for parenthetical citation) and on the <i>Reference List</i> page.		

Advice for final report:

Writers' Names _____

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Grading —Out of 100 points, writing skills account for 85 points; a CTC visit accounts for 5 points; submitting your letter of intent and proposal on time accounts for 10 points (5 points each).

Audience	Agree	Disagree
You write a clear, concise <i>Executive Summary</i> that serves as a miniature version of your report.		
Your <i>Introduction and Background</i> explains the purpose of the report, provides context and background for your experiments, and defines essential terms.		
Your <i>Experimental Methods</i> describe the three experiments you performed in a clear and concise narrative voice. Professional engineers should be able to recreate your experiments by following this section.		
Your <i>Research and Discussion</i> presents the results of your experiments and explains their significance (your task was to conduct experiments that would deepen your understanding of Statics principles).		
Your <i>Conclusion</i> summarizes your experiments, asserts their value, and provides any necessary additional analysis. You give insights not available elsewhere in the report.		

Relevant Principles	Agree	Disagree
You explain statics principles with clarity and relevance.		

The Writing Process	Agree	Disagree
Have you heeded most, if not all, the suggestions you received on your proposal? Does the final report address the needs and expectations of your audience, the GFE, as described in the assignment sheet?		

Paragraphs and Sentences	Agree	Disagree
You use a clear topic sentence for each paragraph. If necessary, you break paragraphs down into subtopics.		
Your build effective sentences with strong subjects and verbs.		
You demonstrate error-free spelling and punctuation.		

Crediting Sources	Agree	Disagree
You site your sources correctly in-text (using APA rules for parenthetical citation) and on the <i>Reference List</i> page.		

Writing Points	
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Attending CTC (5 Points) — To receive these points, your team must schedule an appointment (with both members present) between 9/15/08 and 12/02/08.	
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Submitting Drafts on Time (10 Points) — Students receive <u>5 points each</u> for submitting the Letter of Intent and Proposal on or before the deadline dates.	
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Total Final Report Score	
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