

WV Career & Technical Education **Capstone** Scorecard

Category	Expectations	Total Points Awarded
<p>Technical Writing (Research) <i>(Total points possible 15)</i></p>	<p><i>(Check ALL that apply)</i> Student provides documentation in a written summary including: <input type="checkbox"/> Project purpose. (2 pts.) <input type="checkbox"/> List of team members and responsibilities. (1 pt.) <input type="checkbox"/> Material/supply list. (1 pt.) <input type="checkbox"/> Detailed plan of completion. (1 pt.) <input type="checkbox"/> Time schedule including days/hours of project completion. (2 pts.) <input type="checkbox"/> All above information limited to 1-2 pages, not including pictures. (3 pts.) <input type="checkbox"/> Pictures representing project from start to finish. (1 pt.) <input type="checkbox"/> Clear and focused main idea, with descriptive details to enrich idea development. (1 pt.) <input type="checkbox"/> Effective written beginning, middle and end with sequencing ideas. (1 pt.) <input type="checkbox"/> Appropriate spelling, grammar and punctuation with no errors. (2 pts.)</p>	
<p>Content Identified <i>(Total points possible 15)</i></p>	<p><i>(Check ONE Item)</i> Student specifies technical skills proficiency: <input type="checkbox"/> 80% or higher coverage (15 pts.) <input type="checkbox"/> 79% - 70% coverage (10 pts.) <input type="checkbox"/> 69% - 60% coverage (5 pts.) <input type="checkbox"/> 59% or below coverage OR no completed Content Skill Sets (CSS) document (0 pts.) <i>*Student will submit CSS document identifying skill sets utilized in project completion</i></p>	
<p>Project <i>(Total points possible 45)</i></p>	<p><i>(Check ALL that apply)</i> Project follows the written summary and: <input type="checkbox"/> Is complete. (8 pts.) <input type="checkbox"/> Details of the project purpose. (6 pts.) <input type="checkbox"/> Reflects attention to detail. (6 pts.) <input type="checkbox"/> Reflects time and care invested in workmanship. (6 pts.) <input type="checkbox"/> Demonstrates creativity and originality. (6 pts.) <input type="checkbox"/> Indicates ability to analyze and critique work; necessary adjustments made. (6 pts.) <input type="checkbox"/> Has few or no errors. (7 pts.)</p>	
<p>Presentation <i>(Total points possible 25)</i></p>	<p><i>(Check ALL that apply)</i> Presentation includes: <input type="checkbox"/> An engaging opening, descriptive body and summative closing, with specific project details. (5 pts.) <input type="checkbox"/> A cohesive and logical progression. (5 pts.) <input type="checkbox"/> An effective utilization of visual aids, i.e. PowerPoint, handouts, pictures etc. (3 pts.) <input type="checkbox"/> The contribution of each team member. (5 pts.) <input type="checkbox"/> Smooth transitions between thoughts/ideas. (5 pts.) <input type="checkbox"/> Acceptable answers to any/all questions. (1 pt.) <input type="checkbox"/> Few or no detectable errors. (1 pt.)</p>	
<p>Total Points Possible 100</p>		<p>Total Points Awarded:</p>
<p>Student Name:</p>		
<p>Evaluator Signature:</p>		<p>Date:_____</p>