

Bioengineering Gantt Chart Rubric

Instructor: Z. Maria Oden

Team Name: _____

		Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5
1.	Provides a detailed breakdown of tasks	/20				
2.	Specifies an appropriate and realistic timeline and time estimates	/15				
3.	Accounts for hours by team member and task for each time period	/10	/10	/5	/5	/5
4.	Up to date, reflects current status of project	/5	/10	/5	/5	/5
5.	Response to comments/ previous grading		/30	/10	/10	/10
	TOTAL:	/50	/50	/20	/20	/10

Grading elements in Gantt chart

	Excellent (max pts)	Average (mid pts)	Poor (lowest pts)
Detailed breakdown of tasks	Provides a detailed list of tasks necessary to complete the design. Tasks are specific to the project and encompass active design milestones as well as course deliverables.	Tasks are listed, but could use more detail. Key tasks may be omitted.	Task list is vague, incomplete, or too closely associated with course deliverables to accurately describe and guide design work.
Appropriate timeline and time estimates	Timeline and time estimates are realistic and reflect course deadlines. Timeline spans the length of project.	Timeline or time estimates occasionally veer from reality or are too closely tied to course deadlines. Team has not fully considered the entire span of time necessary to complete its project.	Timeline or time estimates are unrealistic, inflated, or inaccurate. Grader doubts project will track the way the chart predicts.
Chart is up to date and accurate	The chart is up to date and accurate. Adjustments have been made when initial predictions fail to map to reality. Chart answers the question: "What needs to get done between now and project end?"	The chart is not completely up to date or accurate. Some items projected for completion haven't been, and the chart hasn't been adjusted to reflect the changes. Chart does not adequately answer the question: "What needs to get done between now and project end?"	The chart is not up to date or accurate. Items are out of date and changed items have not been updated. Chart has not been updated to account for plan changes or delays.
Accounting for hours by team member by time period and task	Provides specific accounting of the design effort for each task and for each team member during each time period. Reports 1) hours/team member/time period and 2) hours/team member/task and totals for each category are tallied.	Provides specific accounting of the design effort, but may only cover one of the categories, omit some details, or provide totals that don't match the reported values.	Fails to provide a meaningful accounting of individual or team efforts.
Response to comments and previous grading	Team has thoughtfully considered feedback and input from graders in prior cycles. Work in this cycle demonstrates team's effort actively improve the document, going above and beyond specific points called out by the grader.	Team has incorporated most of the specific changes made by graders, but revisions do not address deep or more substantive problems with the document.	Team has ignored grader feedback or taken only minimal steps to improve the document.