

Use this form to check your report and add it to the report you hand in

	no points	1 point	2 points	3 points	pts
Lay-out	no front page or sloppy	front page, name and class, clear headings	Very neat report with proper illustrations		
Chapter 1. Introduction					
Requirements	few or without explanation	not many or hardly explained	good list, explained pretty well	excellent list, explained very well	
Chapter 2. Method					
2.1 Materials	incomplete or with errors	good list			
2.2 Process	absent or incomplete	not clear or not step by step	step by step and described well		
	hardly tests the requirements	not all tested or incomplete	everything tested pretty well	testing done very well	
Chapter 3. Results					
Table	absent	complete	clear, with averages		
Units	not in the headings	correct in the headings			
Title table	not complete or too general	Complete and related to content			
Describing results	absent	incomplete or no extra observations	complete with extra observations		
Chapter 4. Evaluation					
Conclusions	hardly	not clear per requirement, no final conclusion	done well per requirement, no good final conclusion	elaborately, with good final conclusion	
	quite bad	formulated poorly	formulated well		
Errors	no good ones	a few good ones, no improvements	good ones, with improvements	many good ones, with perfect improvements	
Chapter 5. Account					
5.1 Log file	hardly done	incomplete	time used, division of work, dates		
5.2 Reflection	too short	tips & tops given	elaborate, also about teacher and assignment		
BONUS	<i>extra quality in requirements and / or testing / extra quality conclusions (max. 2 points)</i>				
PENALTY	<i>not handed in in time (max. -4 points)</i>				
CLASS:			TOTAL POINTS (MAX. 29+2):		
NAMES:			MARK: point/3		