Graduate Document Evaluation Form

Name of Student: _________________________________________________________

Document Title:  _________________________________________________________

_________________________________________________________

Name of Reviewer: _______________________________    Date: _______________

In the questions below, the term "work" is meant to refer to a student's master's project, thesis, or Ph.D. dissertation. The "document" is the project writeup, thesis, or dissertation itself.

The following questions should be answered on a scale from 1 to 5, where 5 indicates "most difficult", "most useful" etc. as the question indicates. For simple statements, rate your agreement with the statement on the same scale, where 5 means "agree most strongly".

Overall Structure and Content

1. The title and abstract are appropriate.  ____________

2. Document has an Introduction, Background/Related Work, Body, and Conclusion.  ____________

3. The introduction clearly states the objectives of the work.  ____________

4. The introduction explains why this work is useful and interesting.  ____________

5. The document positions the work with respect to the state-of-the-art.  ____________

6. Conclusions and Results are clearly described.  ____________

7. The work itself is clearly described.  ____________

8. Rate the organization of the document.  ____________

continued on back
Formatting

9. The length of the document is appropriate for the topic and type of work. (i.e. project, thesis, or dissertation.)

10. The bibliography contains sufficient and appropriate references.

11. All references are correctly and consistently formatted.

12. All references are appropriately cited within the text.

13. All figures have numbers and captions.

14. All figures are referred to in the text.

15. Figures appear on or before the first page on which they are referenced.

16. The document formatting makes it easy to read.

Additional comments: