

 كلية التطبيقات الصناعية College of App. Ind. Tech. (CAIT)	<b>CAITFORM</b>	
	<b>Rubrics for Comprehensive Report of Summer COOP Training</b>	<b>JU39-04-01-01/07</b>

Date: .....

### RUBRICS for Comprehensive Final Report of Summer COOP Training

<b>Department</b>	.....	<b>Evaluator</b>	.....
<b>Student Name:</b>	.....	<b>Student ID:</b>	.....

**1. Report flow (Score: 15) [CLO 3]**

- (A) Report is divided into sections with introduction, body of text, conclusions, and references.  
 (B) Report is supported with enough figures and tables with captions.  
 (C) Fonts, Font size, titles, and subtitles.  
 (D) Table of contents, Acknowledgement, Front page.

	(A)	(B)	(C)	(D)
Excellent	5.0	5.0	3.0	2.0
Very Good	4.0	4.0	2.4	1.6
Good	3.0	3.0	1.8	1.2
Acceptable	2.0	2.0	1.2	0.8
Weak	1.0	1.0	0.6	0.4
<b>Total</b>				

**2. Report Coverage (Score: 5) [CLO 2]**

Report conveys student understanding of the discipline.

	Report coverage
Excellent	5.0
Very Good	4.0
Good	3.0
Acceptable	2.0
Weak	1.0
<b>Total</b>	

**3. Ability to capture information that strengthen report discipline (Score: 3) [CLO 6]**

	Ability to capture information that strengthen report discipline
Excellent	3.0
Very Good	2.4
Good	1.8
Acceptable	1.2
Weak	0.6

**4. Submission time (Score: 2) [CLO 5]**

	Submission time
On time	2.0
In the day of presentation	1.2
Late submission	0.4