CAPSTONE EVALUATION FORM
(To be used for evaluating all Capstone Projects)

DATE _____ COURSE NAME _____

FROM _____ COURSE NO _____
(Instructor name)

CREDIT HRS _____

I AM ____ GRADER or ____ 2nd READER

RE _____ QUARTER: _____
(Student name) (E.g. Spring 2009)

As an MBA Program requirement, the Capstone Project provides a critical opportunity for the student to demonstrate learning. Please indicate the degree to which the student has been able to:

	Excellent 3	Proficient 2	Unacceptable 1
1. **D**emonstrate applications-level facility with the concepts and tools developed during the MBA program in an integrative experience. Tools needed depend on the problem, but we envision that industry analysis, competitive analysis, and firm positioning analysis will be conceptualized, utilized and communicated.	Tools of internal and external analysis are fittingly applied; insights and conclusions follow sound interpretation and reasoning.	Most of these tools are fittingly applied, but shortcomings include: • Some perfunctory analysis, • Minor errors • Shallow interpretation • Incomplete reasoning	Apt tools are neglected, or misapplied, or not rightly utilized for diagnostic value.
2. **M**ake informed and reasonable recommendations and implementation suggestions based on sound analyses and reason.	Recommendations derive from the compelling analysis of the situation and anticipated futures. Key implementation challenges have been addressed.	Most elements of the overall plan have merit, but gaps in strategic or executional facets or incomplete integration limit the utility of the plan.	Recommendations do not follow from the analysis, or are not well developed, or do not reflect the competencies of the firm or evidence practicable implementation.
3. **P**rovide a concise and persuasive report for managerial action.	The case for the specific action plan is powerfully and succinctly conveyed.	The case for the specific action plan is powerfully but **not** succinctly conveyed, or the report is succinct but the case for action is deficient in just a few elements.	The case for the action plan is not established or verbosity severely clouds its essence or merit.
4. **C**ommunicate effectively and exhibit professional analysis and interpretation.	Student exhibits an audience orientation in: - Logical organization - Lively style - Proper grammar - Spelling & numeracy - Clear, fitting, accurate exhibits - Apt citations and technical support.	Student exhibits an audience orientation overall, but shows minor breakdowns in a couple of the following: organization, style, grammar, … apt citations and technical support matter.	Student does not exhibit an audience orientation because of major breakdowns in some of the following: organization, style, grammar, … apt citations and technical support matter.

_____ Overall evaluation: PASS NO PASS
Signature

Completed form to be placed in student file. Please return to the Graduate Programs office.