**Kennesaw State University IT Capstone Project Acceptance**

This form is to be completed by the project owner to assess capstone project success and evaluate the student team’s performance. All deliverables (and other materials requested by the owner) should be submitted to the project owner absolutely no later than **11/29/2015**. Project owners please complete and return this form to Dr. Jack Zheng ([gzheng@kennesaw.edu](mailto:gzheng@kennesaw.edu)) by **12/6/2015**. Your timely response is much appreciated.

**[Note]** More information about all IT capstone projects and student project sites can be found at <http://itcapstone.blogspot.com>

Project name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Owner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Completion date: 12/6/2015

**[Summary]**

Please provide detailed evaluation and comments using the form on page 2 and 3.

Deliverables specified in the original plan are

[ ] complete

[ ] incomplete

All deliverables are submitted and completed

[ ] on time

[ ] delayed

[ ] not submitted

Overall, the project result has

[ ] exceed my expectations

[ ] met my expectations

[ ] not met my expectations

Overall team performance is

[ ] excellent

[ ] satisfying

[ ] not satisfying

**IT Capstone Project Evaluation**

**A. Evaluation items**

Please use a 10 point scale to evaluate the following items.

|  |  |  |  |
| --- | --- | --- | --- |
| 0-5  Significant improvementneeded | 6-7  Improvement needed | 8-9  Satisfactory ­- meets expectation | 10  Outstanding |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Evaluation Item** | **Score  (10 point)** | **Comments** |
| 1 | **Clarity and quality of submissions**: complete, well organized and explained, on time, etc. |  |  |
| 2 | Quality of the **solution and work** to meet project goals: technical analysis, designs, system implementations, application development, research, documentation, etc. |  |  |
| 3 | **Milestone presentations performance:**  Recall the three milestone report presentations. What do you feel about their report presentation performance? |  |  |
| 4 | **Communication and interaction:**  How well did the team communicate and interact with the project owner? |  |  |
| 5 | **Project progress and management:**  To your knowledge, how well was the project planned, managed, and tracked?  Was there any major delay? |  |  |

**B. Qualitative feedback**

1. Please comment on any observed **excellence** of the **project (deliverables).**

2. Please comment on any observed **deficiency** of the **project (deliverables).**

3. Please comment on any observed **excellence** of the **team (students)**. Please also share your feedback on any **individual** student who is particularly outstanding.

4. Please comment on any observed **deficiency** of the **team (students)**.

5. Please share any other comment about this IT capstone project or this capstone course. Thank you!