**FINAL REPORT RUBRIC FOR EPH 682-CAPSTONE PROJECT**

Student Name:_____ Community Partner:_____

Advisor:_____

Capstone Final Report Draft (check) 1____ 2____ 3____ other____

Draft Submission Date:_____ Approval Date:_____

**Instructions for Students:**

Format: The capstone project final report should be 10 – 15 pages, double-spaced (not including references or title page) in Microsoft Word.

References: References should follow APA, AMA, or another academic style. Reference list should be single-spaced and in alphabetical order. Include only the references cited in your paper.

| STANDARD | EVALUATION | ADVISOR'S COMMENTS |
|---|---|---|
| **Background & Literature Review**<br>• Background/rationale is clear and coherent<br>• Subject matter is well researched and documented<br>• Theoretical concepts are well defined and integrate | ☐ Exceeds Expectations<br><br>☐ Meets Expectations<br><br>☐ Does Not Meet Expectations | |
| **Objectives**<br>• Objectives are well supported by current literature<br>• Objectives are SMART (Specific, Measurable, Attainable, Relevant, Time-oriented) | ☐ Exceeds Expectations<br><br>☐ Meets Expectations<br><br>☐ Does Not Meet Expectations | |
| **Methodology and Project Design**<br>• Presented clear, good analysis of the problem<br>• Methods are clearly described<br>• Analysis/Methods are aligned with Objectives<br>• Variables, targets, measures are thoroughly discussed and align with expected outcomes<br>• Implementation/Exploration is clearly discussed, along with expected outcomes<br>• Student explained concept in own words<br>• Human subjects IRB documentation and justification | ☐ Exceeds Expectations<br><br>☐ Meets Expectations<br><br>☐ Does Not Meet Expectations | |

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| **Results** <br> • Interpretations were clearly based on the review of literature <br> • Findings are correctly documented and summarized | ☐ Exceeds Expectations <br><br> ☐ Meets Expectations <br><br> ☐ Does Not Meet Expectations | |
| **Recommendations and Conclusion** <br> • Interpretation of findings is clearly discussed <br> • Findings are clearly connected to Objectives <br> • Short and long term implications are discussed adequately <br> • Limitations are identified, suggestions for future research are documented | ☐ Exceeds Expectations <br><br> ☐ Meets Expectations <br><br> ☐ Does Not Meet Expectations | |
| **References** <br> • Sufficient references to justify your points <br> • Included peer-reviewed, scientific references or referenced chapters from relevant books <br> • Used referencing style correctly and consistently | ☐ Exceeds Expectations <br><br> ☐ Meets Expectations <br><br> ☐ Does Not Meet Expectations | |
| **Content Structure** <br> • The writing is focused and well organized, with effective use of leading sentences, transitions between sentences, and word choices <br> • Errors in grammar, spelling, and punctuation are minimal, and they do not interfere with understanding <br> • Paper is clearly organized using titles and subtitles that match the index <br> • No errors or unsupported leaps in content | ☐ Exceeds Expectations <br><br> ☐ Meets Expectations <br><br> ☐ Does Not Meet Expectations | |
| **Document Structure** <br> • Title page <br> • Abstract <br> • Table of Contents <br> • Background and Literature Review <br> • Objectives <br> • Methodology and Project Design <br> • Results <br> • Recommendations and Conclusion <br> • Reference List <br> • Appendices | ☐ Exceeds Expectations <br><br> ☐ Meets Expectations <br><br> ☐ Does Not Meet Expectations | |

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| **Timelines**<br>• Adhered to agreed timeline for report submission | ☐ Exceeds Expectations<br><br>☐ Meets Expectations<br><br>☐ Does Not Meet Expectations | |
| **Competencies**<br>• This project addressed the selected foundational and general MPH competencies (3 minimum). | ☐ Exceeds Expectations<br><br>☐ Meets Expectations<br><br>☐ Does Not Meet Expectations | |