

## Meeting Deadlines Rubric

Objective	Novice (1)	Intermediate (2)
<b>Schedule of Experimental Work</b>	No/little idea of how to budget time for project	Some approximation of time; some thought put into schedule
	No/poor calendar provided with unrealistic time frame.	Calendar provided; time sequence may be slightly unrealistic
	Submission of calendar after second or third week of classes	Submission of calendar by second week of semester
<b>Completion of Project</b>	Less than one week before end of classes. Course failure may result if project is not completed by semester's end.	Less than two weeks before the end of the semester
<b>Final Research Paper</b>	Rough draft provided less than two weeks before end of classes.	Rough draft provided two weeks before end of classes.
	Revision returned to advisor after two weeks; Does not respond to comments;	Revision returned to advisor after ten days; Somewhat responds to comments
	Submits final draft one day before end of term.	Submits final draft two days before end of term.
<b>Oral Presentation</b>	Slides not submitted for review	Slides submitted one week before presentation; approved by advisor
	Presentation during finals week	Presentation during last week of classes
<b>Selection of Research Advisor</b>	Must be reminded by faculty advisor or department chair to meet with faculty to discuss research projects.	Contacts some faculty for appointments; must be reminded to contact others or does not follow through with meetings.
	Selects advisor before the end of spring semester junior year	Selects advisor before April 10th of spring semester junior year.

**Expert (3)**

Realistically approximates time to complete experiments

Calendar provided for semester

Submission of calendar before second week of the semester

Two weeks before the end of the semester

Rough draft provided three weeks before end of classes.

Revision returned to advisor after one week; Appropriately responds to comments

Submits final draft three days before end of term.

Slides submitted two weeks before presentation; approved by advisor

Presentation before last week of classes

Contacts all faculty to schedule appointments to discuss research, follows through with meetings.

Selects advisor by March 10th of spring semester junior year.