

Graduate Document Evaluation Form

Name of Student: _____

Document Title: _____

Name of Reviewer: _____ Date: _____

In the questions below, the term "work" is meant to refer to a student's master's project, thesis, or Ph.D. dissertation. The "document" is the project writeup, thesis, or dissertation itself.

The following questions should be answered on a scale from 1 to 5, where 5 indicates "most difficult", "most useful" etc. as the question indicates. For simple statements, rate your agreement with the statement on the same scale, where 5 means "agree most strongly".

Overall Structure and Content

1. The title and abstract are appropriate. _____
2. Document has an Introduction, Background/Related Work, Body, and Conclusion. _____
3. The introduction clearly states the objectives of the work. _____
4. The introduction explains why this work is useful and interesting. _____
5. The document positions the work with respect to the state-of-the-art. _____
6. Conclusions and Results are clearly described. _____
7. The work itself is clearly described. _____
8. Rate the organization of the document. _____

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Formatting

- 9. The length of the document is appropriate for the topic and type of work. (i.e. project, thesis, or dissertation.) _____
- 10. The bibliography contains sufficient and appropriate references. _____
- 11. All references are correctly and consistently formatted. _____
- 12. All references are appropriately cited within the text. _____
- 13. All figures have numbers and captions. _____
- 14. All figures are referred to in the text. _____
- 15. Figures appear on or before the first page on which they are referenced. _____
- 16. The document formatting makes it easy to read. _____

Additional comments: