**Project Management Communication Plan Table Assignment #1**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| CATEGORY | 20 | 14 | 7 | 1 |
| Attractiveness & | The table has | The table has | The table has | The table's |
| Organization | exceptionally | attractive | well‐organized | formatting and |
|  | attractive | formatting and | information. | organization of |
|  | formatting and | well‐organized |  | material are |
|  | well‐organized | information. |  | confusing to the |
|  | information. |  |  | reader. |
| Writing ‐ | There are no | There are one to | There are three | There are several |
| Grammar | grammatical | two grammatical | grammatical | grammatical |
|  | mistakes in the | mistakes in the | mistakes in the | mistakes in the |
|  | table. | table. | table. | table. |
|  |  |  |  |  |
| Content ‐ | All facts in the | 99‐90% of the | 89‐80% of the | Fewer than 80% |
| Accuracy | table are | facts in the table | facts in the table | of the facts in the |
|  | accurate. | are accurate. | are accurate. | table are |
|  |  |  |  | accurate. |
|  |  |  |  |  |
| Knowledge | Student can | Student can | Student can | Student has little, |
| Gained | accurately | accurately | adequately | if any, knowledge |
|  | explain all of the | explain most of | explain some of | of any of the |
|  | communication | the | the | communication |
|  | plan components | communication | communication | plan components |
|  | in the table. | plan components | plan components | in the table. |
|  |  | in the table. | in the table. |  |
| Writing ‐ | Each column | Almost all | Some columns | Less than half of |
| Organization | contains | columns contain | contain | the columns |
|  | appropriate | appropriate | appropriate | contain |
|  | information. | information. | information. | appropriate |
|  |  |  |  | information. |
|  |  |  |  |  |

Maximum Points Possible: 100

Student Points: \_\_\_\_\_\_\_\_\_\_\_