**Technology Management Grading Rubric**

Team \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Evaluation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Evaluate the group as a unit with this section of the evaluation tool. To earn an 'A' in this category, the***

***team must earn 'Exemplary' ratings in 3 of the 4 areas below.***

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| --- | --- | --- | --- | --- | --- |
| **Category** | **Beginning****1** | **Developing****2** | **Accomplished****3** | **Exemplary****4** | **Score** |
| Requirements Management | Key requirements poorly articulated, incomplete or poorly understoodClient and team have not reached agreement on key requirements or project scopeTeam does not adequately evaluate alternative solutions or locks into unsuitable solutions | Some key requirements have been missed or not updated as needed Client and team have not reached agreement on some key requirements or project scopeTeam does basic evaluation of alternative solutions and does not lock in prematurely to potentially unsuitable solutions | Most key functional and non-functional requirements are clearly articulated and generally updated as neededClient and team agree on most key requirements and on project scopeTeam evaluates alternative solutions and does not lock in to potentially unsuitable solutions | All key functional and non-functional requirements are clearly articulated and updated as neededClient and team agree on key requirements and project scopeTeam carefully evaluates alternative solutions and does not lock in to potentially unsuitable solutions |  |
| Final build, test and deployment | Project is incomplete as specified in the original requirements/scope documentation agreed upon with client.The final build and deployment is either promised in future or indefinitely delayedProject testing is inadequate | Project is completed to a demonstrable state and tested in development environment closely matched to working environmentProject testing is complete under 'in house' conditions | Project is conclusively completed and tested in development environment closely matched to working environment, but delays due to some factors under team's control have delayed final deploymentProject has been tested and evidence provided that it will 'scale up' in production | Project is conclusively completed, built, and deployed in final working environment as specified in the scope document; no factors under team's control have delayed final deploymentProject has been tested and evidence provided that it will 'scale up' properly in production |  |
| Capacity, sustainability, maintainability and related risk management | Team does not plan or design adequately for project sustainability or maintainability; or such plans are vague, insubstantial or unrealisticUnaddressed organizational, personnel or technical risks jeopardize project  | Team makes some effort to build or create organizational capacity and/or process changes needed to sustain and maintain the projectUnaddressed organizational, personnel and technical aspects pose some risk to the project; some effort has been made to manage these risks | Team makes reasonable effort to build or create organizational capacity and/or process changes needed to sustain and maintain the projectOrganizational, personnel and technical risks have been recognized and reasonable effort to address with stakeholders has been made  | Team works effectively with client and stakeholders to build or create organizational capacity and/or process changes needed to sustain and maintain the projectOrganizational, personnel and technical risks have been recognized and addressed with key stakeholders |  |
| Project Documentation | Documentation is incomplete, not written or edited to acceptable standards and needs substantial work to make it complete, useful or usable | Documentation is well written and well edited but needs additional work to make it complete, useful or usable  | Documentation is complete, well written and well edited, and is useful and usable  | Documentation is complete, well written and edited to the highest standards, and is extremely useful and usable  |  |
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| Group Total Score |  |  |  |  |  |