

FHCE Departmental M.S. Non-Thesis
Capstone/Research/Internship Presentation and Exam Form

Student's Name _____

Last 4 digits of ID # _____

I. Results of capstone/portfolio presentation. The Master's Advisory Committee reports the following action on the above portfolio. At least two of three members must approve the portfolio before the final exam may be held.

Master's Advisory Committee (type name and sign)	Approved	Approved with Suggested Changes	Disapprove	Date
<input style="width: 100%; height: 20px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>

II. Results of examination: The Master's Advisory Committee reports the following of the above student's final examination. At least two of three members must vote pass.

Master's Advisory Committee (type name and sign)	Pass	Pass with Suggested Changes	Fail	Date
<input style="width: 100%; height: 20px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 100%; height: 20px;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>

Graduate Coordinator _____
Signature Date

III. Final Approval. (To be completed only when the Advisory Committee members have approved suggested changes in either or both parts).

Major Professor Date

Appendix 3

Final Project Grading Rubric

Attribute	Very Deficient	Somewhat Deficient	Acceptable	Very Good	Outstanding
Scores	0 to 3	4 to 5	6 to 7	8 to 9	10
Data from the case narrative used properly	<ul style="list-style-type: none"> Barely acceptable, among the bottom 10% of plans. 	<ul style="list-style-type: none"> Acceptable, but disappointing (75th to 90th percentile of plans). 	<ul style="list-style-type: none"> Acceptable (25th to 75th of plans) 	<ul style="list-style-type: none"> Among 10th to 25th percentile of plans 	<ul style="list-style-type: none"> Among top 10% of plans. Plan illustrates student's ability to assess family needs.
Overall quality of written plan	<ul style="list-style-type: none"> Barely acceptable, among the bottom 10% of plans. 	<ul style="list-style-type: none"> Acceptable, but disappointing (75th to 90th percentile of plans). 	<ul style="list-style-type: none"> Acceptable (25th to 75th of plans) 	<ul style="list-style-type: none"> Among 10th to 25th percentile of plans 	<ul style="list-style-type: none"> Among top 10% of plans.
Plan Creativity	<ul style="list-style-type: none"> Used professional software or did not apply Excel and Word to the plan. 	<ul style="list-style-type: none"> Original to some degree. 	<ul style="list-style-type: none"> Demonstrates originality. 	<ul style="list-style-type: none"> Very original work. 	<ul style="list-style-type: none"> Original and creative. Plan shows integration of program content with effective planning skills
Quality and presentation of writing	<ul style="list-style-type: none"> Requires a professional editor. Sentence structure, language and style deficient. Major revisions required. 	<ul style="list-style-type: none"> Writing is weak. A number of typos, grammatical and spelling errors. A number of changes required. 	<ul style="list-style-type: none"> Acceptable (25th to 75th percentile). Limited number of typos (grammatical and spelling errors). Some normal changes necessary. 	<ul style="list-style-type: none"> Very well written. Easy to read and understand. Very few changes or additions required. 	<ul style="list-style-type: none"> Reads like an outstanding financial plan. No typos, grammatical, or spelling errors. No revisions or changes; acceptable as is.
Written plan narrative and format	<ul style="list-style-type: none"> Very poorly organized. Disjointed presentation. Unable to answer a number of questions. 	<ul style="list-style-type: none"> Not well organized. Rambled; dwelt too long on less important aspects. Had difficulty addressing client questions and goals. 	<ul style="list-style-type: none"> Acceptable – good overall presentation. Able to answer most client questions and goals. 	<ul style="list-style-type: none"> Well thought out. Professional presentation. Almost all questions and addressed in a professional manner. 	<ul style="list-style-type: none"> Well organized and very professional. All questions and goals addressed in a knowledgeable and respectable manner.
Competence in planning math and	<ul style="list-style-type: none"> Barely acceptable, among the bottom 10% of plans. 	<ul style="list-style-type: none"> Acceptable, but disappointing (75th to 90th percentile of 	<ul style="list-style-type: none"> Acceptable (25th to 75th of plans) 	<ul style="list-style-type: none"> Among 10th to 25th percentile of plans 	<ul style="list-style-type: none"> Among top 10% of plans. Synthesis of

calculations		plans).			complex data shown
Recommendation and Implementation strategies	<ul style="list-style-type: none"> Barely acceptable, among the bottom 10% of plans. Strategies are not holistic showing changes in cash flow. Changes to other areas of the client's plan are not shown. Does not answer the what, why, when, how, where, and who questions. Recommendations are not actionable 	<ul style="list-style-type: none"> Acceptable, but disappointing (75th to 90th percentile of plans). Strategies are not holistic showing changes in cash flow. Answers few of the what, why, when, how, where, and who questions. Client might be able to implement recommendations. 	<ul style="list-style-type: none"> Acceptable (25th to 75th of plans) Answers some of the what, why, when, how, where, and who questions. Client probably could implement recommendations. 	<ul style="list-style-type: none"> Among 10th to 25th percentile of plans Answers most of the what, why, when, how, where, and who questions. Client could implement recommendations. 	<ul style="list-style-type: none"> Among top 10% of plans. Strategies are holistic showing changes in cash flow. Changes to other areas of the client's plan are clearly shown. Answers the what, why, when, how, where, and who questions. Client could easily implement recommendations.
Page Dividers					Yes No
Signed Letter					Yes No
Appropriate Implementation					Yes No