

**Document length:** 30-40 pages (7,500- 10,000 words)

**Research requirements:** Minimum 12 primary/secondary sources, including personal communications.

**Other:** Professional appearance based on current APA documentation style in accordance with Marine Institute course facilitator guidelines.

Student Name:		Technical Examiner Name:	
<b>Formatting/References</b> ___/5	<b>Content</b> ___/25	<b>Writing</b> ___/10	
<p><b>Formatting</b></p> <ul style="list-style-type: none"> <li>• All report parts included.</li> <li>• Report parts formatted appropriately.</li> <li>• Report parts presented in proper order.</li> <li>• Report parts correctly paginated.</li> <li>• Appendices appropriately designated and referred to in text.</li> <li>• Figures and tables appropriately designated, referred to in text, and interpreted.</li> <li>• Report professionally presented.</li> </ul> <p><b>References</b></p> <ul style="list-style-type: none"> <li>• Appropriate number of sources included (12)</li> <li>• Appropriate technical sources used.</li> <li>• Technical level of sources appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• Project purpose and rationale clearly described.</li> <li>• Sufficient background and report context information provided.</li> <li>• Appropriate scope outlined.</li> <li>• Methodology logically and clearly described.</li> <li>• Methodology applied.</li> <li>• Appropriately comprehensive review of literature included.</li> <li>• Technical level of report appropriate.</li> <li>• Results interpreted clearly, using factual and objective language.</li> <li>• Logical conclusions drawn</li> <li>• Appropriate recommendations stated.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrates correct and varied sentence construction.</li> <li>• Demonstrates correct application of standard grammar, punctuation, and mechanics rules.</li> <li>• Writes in a formal professional tone.</li> <li>• Writes objectively and concisely in third person perspective.</li> <li>• Uses appropriate word choice and precision of language.</li> <li>• Limits technical jargon and explains technical terms and acronyms at first use.</li> <li>• Uses parallel structure and transitional words or phrases to enhance coherence and clarity.</li> </ul>	