**Project Plan Grading Rubric**

**PROJECT PLAN**: must include the project title, project sponsor (name and address of the specific department within the organization), manager within sponsor organization (name and contact information), the tasks, the timelines, the roles and responsibilities, the deliverables, and acceptance criteria. This is worth 10% of your grade.

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| **REQUIREMENTS** | **POINTS** |
| Project Title: **AIRLINE INDUSTRY** | 5 |
| Project Sponsor Organization: **UNITED AIRLINES WASHINGTON D.C DULLES AIRPORT** | 5 |
| Manager/Supervisor of the Project: **JOSH NOHL** | 5 |
| The Task(s) associated with the project **(must be at least 135 hours)** | 20 |
| The Timeline for each component of the project **(At least within 8 WEEKs)** The Roles & Responsibilities. **FOR EACH WEEK PLEASE PROVIDE ONE ISSUE TO RESOLVE WITH THE ORGANIZATION. Total issues needed “8”.** | 20 |
| The Deliverables **(what is the finished product or services)**. Methodology to be used for the completion of the project **(how will you accomplish the project)** | 25 |
| Acceptance Criteria **(what are the acceptable standards for a good work or what is the finished product or service)** | 20 |
| **Total** | 100 |

Please note the following regarding your overall project as well:

1. Compose a project summary in order to successfully solicit a sponsor and manager  
2. Create a project plan in order to obtain Faculty member approval  
3. Evaluate customer requirements  
4. Analyze and apply theoretical concepts to synthesize and design the solution  
**5. Execute the practicum project (must be at least 135 hours)**  
6. Appraise the project experience in order to obtain sponsor acceptance signoff  
7. Critique the project, assess the deliverables, perform reflective analysis, and summarize findings in a final report