

TEAM MEMO/REPORT PECHA KUCHA

Names _____

Criteria	(5 pts)		(0 pts.)
Memo block correct	YES		NO
	Excellent (25-16 pts)	Fair (15-8 pts)	Poor (7-1 pts.).
Report was thorough, addressed specific points, content illustrated the concept of Pecha Kucha was defined. Provided responses as described in assignment details.			
	Excellent (7-10 pts)	Fair (5-3 pts)	Poor (3-1 pt.).
The four references were utilized within the report			
	Excellent (7-10 pts)	Fair (5-3 pts)	Poor (3-1 pt.).
Four references were provided on page three. Regardless of style, single spaced them, double space between			
	Excellent (7-10 pts)	Fair (5-3 pts)	Poor (3-1 pt.).
The memo was prepared in a maximum of two pages of content that are single-spaced with BOLD CAPS paragraphs heading. Double space between. .5 margins, font 10 or 12, no indentation.			
TOTAL POINTS:			
		_____/60	
Deduct five points if there was no second page heading Deduct five points if footer and filename are not the same			
Comments:			