

WI Electrathon Final Report Evaluation

Final reports or journals are worth 200 possible points. A team may include more than one car in a multi-media presentation. Because journals may be used during car safety inspections, a separate written report must be submitted for each car. Please organize your reports so the following sections are easy to find. Thank you!

SCHOOL: _____

CAR: _____

Points Received	Points Possible
_____	5

I. Team Information

Name of team; Name(s) of advisor(s)
Contact information (address, phone, e-mail)
Car number and name (name optional)
Names of team members, grades, and roles

II. Communication

_____	5	Fundraising: Include items such as: -Letters or records of contacts with potential sponsors -Sample thank you letters or notes to sponsors -If an event was used to raise money, a sample, of the material(s) used to publicize it
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_____	5	Publicity: Include items such as: -Articles about your team in newspapers, mags, or school paper -Description(s) of TV or radio stories about your Team -Other publicity about your team, or ways your team was recognized by your school and/or community
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_____	5	Outreach (Include items such as those listed below.) -Web site about your team -Presentations to groups (give name of each group and date)
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_____	5	Communication with WEEVA -All forms submitted before 1st event
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III. Bookkeeping

_____	5	Cost of labor, itemize on the labor list
_____	10	Cost of car parts, itemize on the Parts List
_____	5	Instructor Certification Sheet for Battery Information

IV. General Design & Construction

_____	15	Design phase discussion notes, drawing, photos of models
_____	15	Center of gravity discussion notes, calculations, drawings, Etc.
_____	20	Chassis systems discussion notes, calculations, drawings, etc. for: Frame Steering Suspension Wheels - What kind? How many?
_____	20	Drivetrain discussion notes, calculations, drawings, etc. for: Electrical systems Batteries - What technology? Explain Wh calculations and specs from manufacturer Gears
_____	20	Shell/Body discussion notes, calculations, drawings, etc. for: Materials available Paint options Aerodynamics
_____	15	Testing discussion notes, calculations, drawings, etc. for: Components and complete car Driving skills Brakes Maneuverability Stability

V. Overall Report Evaluation

_____	5	Journalistic quality, grammar, etc.
_____	5	Effort & neatness
_____	5	Organization of report

VI. Safety

_____	5	Instructor Certification for Driver Exit Times & Field of Vision
_____	5	Medical Authorization, Release, and Liability Waivers

_____	25	VII. Multi-media documentation such as: Photo Album and/or scrapbook PowerPoint presentation Video, CD, DVD Posters Website
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_____ 200 **Total Score**

Comments of evaluators: