

Dear X, Y, and Z:

We would like to give you some direct feedback on your IQP performance this past year, and an explanation for the final grade we decided upon. Projects are the heart of a WPI education, yet letter grades really don't indicate much about the nature of the experience and the range of your strengths and areas for improvement. We are using this narrative form of feedback with the hope that you will use it to reflect further on your project performance, and to identify some specific goals and ways you can apply what you learned to your MQP and subsequent professional experiences. In fact, we'd encourage you to share this evaluation with your MQP advisor so that she or he may better assist you in developing further your skills and abilities.

We decided that you earned a grade of B on your IQP, corresponding to work that, overall, was good or very good; it is a grade you can and should be proud of. Below we've divided our comments into the fairly broad categories of "process" and "product," which apply to your whole team, and we then add some observations specific to you as an individual.

PROCESS: Very good. You appeared to work together quite smoothly, and you all seemed to make important contributions to the project. A particular strength was the initiative you showed in contacting other clinical research organizations; the results from that effort were quite good. You met deadlines, came prepared for meetings, always had a positive attitude, and were open to constructive feedback.

PRODUCT: Fair to good. The quality of your written drafts typically was fair, showing some flaws in thinking and logic, and also some lack of clarity. You were able to make improvements with a lot of guidance from advisors. This was probably a type of writing that was unfamiliar to you, and we encourage you to set a specific goal of improving it further in your MQP experience. The ability to formulate a problem, synthesize information and prior work related to that problem, develop a research methodology, analyze results, and formulate conclusions and recommendations, all in a persuasive manner, is not unique to the IQP; you'll encounter it again and again in your subsequent education and careers, no matter what the specific area. Another area for improvement is research skills; your background review didn't reveal the information we knew to be out there about issues related to your project. Research skills may be particularly important for your MQPs. On the positive side, the calendar creation process you developed using Excel is a simple, effective solution and an important "deliverable" of the project. With a little more time, or more concentrated effort in the same period of time, we think you could have developed the instructions further or tested them at the Gillette Center so that a seamless transition from their current process would be more likely.

Student X, it was clear from your partner's evaluations at the end of the term that you were a clear contributor to the project. Had we not had their feedback, however, we would not have been certain of your contributions because you tended not to participate much in meetings and sometimes you did not seem particularly engaged. When you are involved in team projects in the future, we encourage you to identify some clear roles and areas of expertise for yourself, and to make your ideas and contributions evident in meetings with advisors or supervisors.

Student Y, we were very impressed by the initiative that you, in particular, showed throughout the project, and especially toward the end when your leadership seemed quite evident and important.

Student Z, you clearly showed leadership during the project, particularly at the start of the year. Your personal efforts in contacting other organizations was a key contribution to the project. Later in the year you seemed a little less engaged, but an alternate interpretation could be that you learned to share leadership in an effective way.

On a personal note, we enjoyed working with you and getting to know you. You have much to be proud of; the calendar creation process you developed is a simple solution that should be useful to the sponsor. We hope that you have benefited from this experience personally and

professionally. We wish you all the best in the future, and we welcome any face-to-face discussions if you would like further feedback or explanation.

Professors Demetry and Volkoff