**Mid-Project Checkli****st**

* Please prepare the following action items before the mid-project review with an Action Challenge Host.
* Tasks will be graded on a simple yes/no scale if they are complete or not.
* 1 point will be earned for each completed action item.
* The total points earned will be added to that team’s final portfolio rubric score on challenge day.

Team Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member #1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member #2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member #3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Member #4: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*The below portion will be filled out by the Action Challenge Host during the mid-project checkup.

|  |  |
| --- | --- |
|  | **Complete?** |
| **Task** | **Yes** | **No** |
| Summary of team progress |   |   |
| Description of initial concept |   |   |
| Preliminary outline of the division of labor |   |   |
| 1 rough isometric sketch of portion of device |   |   |
| 1 rough orthographic drawing of portion of device with dimensions |   |   |

 Total Points Earned = \_\_\_\_\_\_\_\_\_\_Pts