

FINAL REPORT CHECKLIST

Due: May 1, 2003

Name: _____

Please **check off** that you have met each of the following requirements:

- This checklist is attached to the end of the paper.
- Your name, e-mail address, and description ("Initial Report") are in the top corner. There should be no cover page.
- The first page of the assignment carries the signed statement that "This is my own work."
- The text of this assignment has been e-mailed to bsad113@larsperner.com as discussed on p. 9 of the syllabus. The e-mail must be sent as text and not as an attachment.
- At least six quality sources have been used.
- All sources cited have been read.**
- This report is based on quality sources such as books and/or articles from newspapers, journals, and magazines. Web sites other than those of the U.S. Government, World Bank, or specific newspapers/magazines are generally NOT acceptable.
- Any sources used, even if not quoted directly, have been cited.
- If more than three consecutive words are taken from a source, these have been put in quotes.
- The paper has been properly proof-read and does not contain the term "etc." or equivalent.

Content issues:

- One specific firm has been chosen.
- The paper focuses on what the firm *can* do or what it should consider doing and NOT on merely reporting the firm's current strategy.
- This paper focuses on the content guidelines discussed in the syllabus.
- Specifically, this paper focuses on issues relevant to channels and distribution.

I certify that this is my own work.

Signature _____

Date _____

For instructor's use:

Problems if checked: <input type="checkbox"/> Hyperbole or other exaggerations <input type="checkbox"/> Use of empty "buzz" words <input type="checkbox"/> Ideas are not discussed in sufficient detail to be meaningful. <input type="checkbox"/> Failure to cite sources to an adequate extent <input type="checkbox"/> Failure to address course issues <input type="checkbox"/> Failure to identify relevant assumptions <input type="checkbox"/> Failure to spell out reasoning <input type="checkbox"/> Overall failure to follow instructions <input type="checkbox"/> Negligence in writing and/or proof-reading	Your score: _____ Points Possible: 200
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