Abstract/Summary

- Does the abstract contain the problem, basic proposal, and the general approach?
- Does the abstract contain between 100-200 words?
- Does the abstract read like an abstract (and not general background info)?

Background

- Is there sufficient background to understand the issue?
- What areas of the background need to be expanded?

Problem Statement

- Is there a clear statement of a problem?
- What is the problem?
- Does the proposed solution seem to match the problem?