

Joint Transportation Research Program

Draft Final Report Review Form

Project SPR Number: _____

Project Title: _____

Reviewer: _____

Organization: _____

Role in Project: _____

Score and provide comments on the following questions about the draft final report.

(Note that you will be provided with the opportunity to submit either a “marked-up” report or a document containing review comments in addition to this review form.)

<p>a. The draft final report features such as Introduction, Problem Statement, Objectives, Work Plan, Analysis, Conclusions, Expected Benefits, and Cost-Benefits are listed on Page 23 of the Users Manual for Research and Implementation. How would you rate the overall report in terms of meeting these requirements?</p>	Score
	Comments
<p>b. How would you rate the report in terms of understanding of the intended user?</p>	Score
	Comments

c. How would you rate the report in terms of supporting the project findings and conclusions?	Score
	Comments
d. The Technical Summary should contain a short introduction of the study's background; a concise summary of the research results; and the highlights of proposed implementation. How would you rate the Technical Summary?	Score
	Comments
e. Do you accept the Final Report?	Decision
	Comments

If the draft report is not acceptable in its present form or if it is acceptable but could be improved, you would help the author and JTRP very much by suggesting revisions, both general and specific. We realize there is not room on this form for extensive evaluation. Please prepare separate sheets containing deeper analysis if you are so inclined. Some of our most helpful comments have come from the extra evaluation included by thoughtful and insightful readers. You may also provide your detailed comments on the draft report in the space below or provide a digitally “marked-up” copy of the report when prompted at the review submission site.

Additional Comments

When you have completed your review, please save this PDF with your changes and then submit the PDF file by following the link you received by e-mail after agreeing to review the report.

JTRP thanks you sincerely for taking the time to provide this important review.