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|  | **Fail (>50)** | **Pass (51-64)** | **Credit (65-74)** | **Distinction (75-84)** | **High Distinction (85+)** |
| **Collection, analysis and synthesis of relevant information** | No evidence of research or a significant amount of required information is missing. No attempt has been made at analysis or analysis is incomprehensible. | Minimal evidence of research is present or important information is missing from the analysis. Report is descriptive and does not sufficiently analyse the information. | There is evidence of research of relevant sources of information. The analysis is good but could be more comprehensive or sequenced better for greater impact. | Evidence of a breadth of research and selection of relevant sources of information. The analytical work demonstrates an appreciation of the issues at hand and links are made to key concepts. | Evidence of careful and considered research and being selective and effectively discriminating between sources of information. The analytical work shows a complex understanding of the issues at hand with clear links made between concepts. |
| **Communication of findings** | The report does not have a logical structure and the text does not communicate the findings. Visual design detracts from the report. | The report lacks structure and is communicated with little interpretation or translation. Summarises rather than synthesizes related ideas. Visual design adds little to the report. | The report is adequately structured to provide a logical flow of information. The text clearly communicates the findings and demonstrates interpretation. The visual design complements the report. | The report is well structured and clearly communicated with clear text. Findings exhibit translation and interpretation. The visual design supports the report. | The report is expertly structured and communicated without error. The text is expressive but concise. Can recognise competing explanations and can identify the relative merits and limitation of a position. Summaries exhibit translation and interpretation. Visual design enhances the overall report. |
| **Conclusions** | There are no recommendations (or conclusions) identified. There is no evidence of critical analysis. | The recommendations (or conclusions) are identified and poorly described or explained. There is very little evidence of critical analysis. | The recommendations (or conclusions) are identified and some justification is provided. The critical analysis is very basic. | There is evidence of critical analysis to reach the recommendations (or conclusions) and it is logically argued. Can synthesise a number of concepts or factors into a larger idea. | The recommendations (or conclusions) demonstrate critical reflection and contextual awareness. Analysis is sophisticated with a balance of theory and personal reflection. |
| **Style and Structure** | The grammar, paragraph structure or sentence flow has no order and there is limited structure to the report. | The written report is not written with the correct tone/voice. The grammar, paragraph structure or sentence flow are hard to follow or contain many errors. | The written report demonstrates an attempt to communicate in the appropriate tone/voice. There are some minor errors in grammar, paragraph structure or sentence flow. | The written report is clearly presented and justified and written using the appropriate tone/voice. Grammar, paragraph structure and sentence flow are appropriate with minimal errors. | The written report is clear and analytical and written in the appropriate tone/voice. There are no grammatical errors, paragraph structure or sentence flow issues. |