Innopolis University
Final Thesis Assessment

The supervisor and second marker assess the project using the attached marking sheet. The first part of the marking sheet relates to the student's conduct during the project (project specification and interim progress, including reporting and presentations). The second part relates to the final system delivered by the student and addresses system design, system implementation, testing, and system evaluation. The third part relates to the project report, i.e. the thesis itself, which is assessed under the headings of organisation & clarity, technical contents, and conclusions & references. Finally, the fourth part relates to the student's final presentation.

The project supervisor and second marker should complete a separate assessment sheet and they should do so independently. Observations and remarks should be recorded in the appropriate section. The second marker should only consult the supervisor to clarify any technical points and should not discuss the mark he or she is awarding. Both marking sheets are then submitted to the Final Thesis Coordinator for data entry and computation of the final mark.

If the difference in marks awarded by the project supervisor and the second marker is less than ten marks, then under normal circumstances the average of the two marks will be used, although a slight deviation one way or the other can be accommodated at the request of the supervisor or second marker. This may arise if the final mark is close to a grade boundary. If the supervisor has strong views about the project, he may request a third marker.

If the mark awarded by the supervisor and the second marker differ by more than ten or more marks, then the supervisor and the second marker should meet to see if the matter can be resolved either by

(a)   agreeing that an average of the two marks is a fair and acceptable compromise, or by
(b)   agreeing that one or both of the sets of marks be adjusted to reflect any ensuing clarification.

If no agreement is achieved, then a third marker is used. The third marker repeats the procedure that was followed by the second marker, except that he or she awards marks only for sections 2 and 3 of the assessment sheet (i.e. marks are not awarded for the project execution or the final presentation). Normally, the third marker is appointed by the Final Thesis Coordinator after consulting the supervisor.

Once the third marker has marked Sections 2 and 3, the Final Thesis Coordinator calls a meeting which he or she chairs. The supervisor, the second marker, and the third marker discuss the project in an attempt to resolve the issue (the discussion applies only to sections 2 and 3: since the third marker has not marked sections 1 and 4, the marks for these sections are averaged). If no compromise can be arrived at then the project will be put to an arbitrator[1] who will interview the student and read the report and make a recommendation. The Board of Examiners[2] then vote on this recommendation.

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[1] Normally, the arbitrator would be the External Examiner. In the absence of an External Examiner, this role could be undertaken by either the most senior academic (assuming this is not the Final Thesis Supervisor), the Vice-Provost for Education, or a member of the Advisory Board.

[2] In the normal course of events, the Board of Examiners is comprised of all teaching faculty in the Department, Faculty, or University. A meeting of the Board of Examiners is normally attended by the External Examiner or their substitute.

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Final Thesis Assessment

Student Name: Student ID Number:

Thesis Title:

☐ Supervisor or ☐ Second Marker Name:

Summary of Marks Awarded

Section		Percentage of Total	Mark Awarded (0-100)	Date
Project Execution (15%)	Project Specification	5 %		
	Interim Progress	10 %		
Final System (45%)	System Design	15 %		
	System Simulation/Implementation	20 %		
	Testing and Evaluation	10 %		
Project Report (30%)	Organization and Clarity	5 %		
	Technical Content	15 %		
	Conclusions and Future Work	10 %		
Final Presentation (10%)		10 %		
TOTAL*		100 %		

* Classification:

80% -100%	Project is an outstanding piece of work of a standard that should lead to an internationally recognized publication. Presentation is approaching professional standard.
70% - 79%	Project is excellent and may contain publishable material. Presentation is excellent.
60% - 69%	Project and presentation are very good. All design aims are met.
50% - 59%	Project and presentation are good. Most design aims are met.
40% - 49%	Minimum core of design aims has been met. Presentation is satisfactory.
0% - 39%	Most design aims are not met and implementation does not work. Presentation is not satisfactory.

1.   Project Execution

1.1   Project Specification (5% of total mark)

Mark (0-100):	

The student should submit a specification report to be followed by a short presentation. A proper project schedule and plan, and task breakdown should also be included. The final system of the project will not be evaluated unless a report is submitted.

The mark is based on the following:

- Clarity of the project objectives, requirements and plan.
- Description of background material.
- Description of the functionality of the system to be designed.
- Discussion of parameters affecting performance of the designed system, and limitations & restrictions of the system.
- Organization of the presentation and presentation skills.

1.2   Interim Progress (10% of total mark)

Mark (0-100):	

The student should submit an interim progress report to be followed by a short presentation. The logbook should be signed weekly by the supervisor and at least once by the second marker since the first presentation.

The mark is based on the following:

- Comprehensive review of the status of each task and sub-task of the project.
- Description of changes to the specification.
- Discussion of interim results.
- Documentation of progress using a logbook.
- Organization of the presentation and presentation skills.

2.   Final System

The final system of the project will not be evaluated unless a written thesis is submitted.

2.1   System Design (15% of total mark)

Mark (0-100):

The mark is based on how well the following questions are answered:

- Does the student show that the design meets the requirements & specification?
- Has a theoretical model been used or developed?
- Has a formal design methodology been adopted and, if so, properly used?
- Is the design well-structured (e.g. is it hierarchical, are there well-identified interfaces and is there a functional specification for each sub-system)?

2.2   System Simulation/Implementation (20% of total mark)

Mark (0-100):

The mark is based on how well the following questions are answered:

- Is the hardware and/or software fully implemented and/or simulated?
- Is the implementation modular?
- Is the quality of the final system high/low (*i.e.* elegant or robust implementation consistent with industrial standards)?

2.3   Testing & Evaluation (10% of total mark)

Mark (0-100):

The mark is based on how well the following questions are answered:

- Are the test cases clearly identified and test results clearly documented?
- Are all faults clearly documented and catalogued?
- Has the student compared the system performance with that of other systems?

3. Thesis Report

3.1 Organization & Clarity (5% of total mark)

Mark (0-100):

The mark is based on how well the following questions are answered:

- Is the abstract representative of the content of the report?
- Is there evidence that the student has read a representative amount of relevant material? (Minimum 10 references are required). Is this material properly cited?
- Is the report logical in its development of the material?
- Are grammar and spelling generally correct?
- Is the phraseology clear and concise?

3.2 Technical Content (15% of total mark)

Mark (0-100):

The mark is based on how well the following questions are answered:

- Does the student demonstrate mastery of the domain?
- Is the student's synthesis of the relevant material compelling?
- Has the student explained all the issues in his or her own words or copied significant amount of the text from other sources?

3.3 Conclusions and Future Work (10% of total mark)

Mark (0-100):

The mark is based on how well the following questions are answered:

- Are conclusions well written?
- Are the student's conclusions significant?
- Has he or she offered good appraisal of his or her achievements?
- Does the student make clear what he or she has learned from the project?
- Does he or she include ideas on future work related to his or her project?

4. Final Presentation

4.1 Final Presentation (10% of total mark)

Mark (0-100):

The mark is based on how well the following questions are answered:

- Has the student covered all of the relevant issues?
- Was the presentation clear and concise?
- Was the student confident of his or her subject matter?
- Did he or she make the subject matter interesting?
- Did he or she answer questions well?

Comment on Project Specification (Mandatory):

Comment on Interim Progress (Mandatory):

Comment on the overall performance of the student and the quality of the final system (Mandatory):