



**Department of Electronic and
Electrical Engineering
3rd Year Individual Project
Week 5 Assessment Form
Project Initialisation Document**

STUDENT:

SUPERVISOR:

Description of Project and Specifications:	
No Submission	0
Project aims unclear and/or poor specification. (Notify 3 rd Year Tutor)	0.5
Basic understanding of project, minimal specification sufficient to continue the project.	1
Clear aims of project identified with sufficient specifications however may contain unnecessary details or be too general.	2
A clear, concise, complete, well-written specification. The key aims of project are identified and are suitable for evaluating success in the final report.	3

Literature review:	
No Submission	0
Poor – One or two web references	1
Satisfactory – Some background description with mixed references	2
Excellent – Thorough description of background with Peer-reviewed references.	3

Project Schedule:	
No Submission	0
Poor – Not enough breakdown of project components or poorly scheduled	1
Satisfactory – Sufficient breakdown of project components, well-scheduled, good use of a Gantt chart.	2

Risk Register (project risks not physical risks):	
No Submission	0
Poor – Basic risks accounted for only	1
Satisfactory – Key risks identified and mitigation acceptable. Demonstrates that risks can expire.	2

Signature:	Date:
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