

**Second Semester Mini-Project marking form**

Student:  
Project title:  
Supervisor:

*A copy of the completed form will be made available to the student.*

*The rankings indicated via the tick-boxes are intended to provide a feedback to the student. They are not used to mechanically compute the project mark.*

*The items marked with an asterisk(\*) are to be completed by the supervisor only.*

*Comments should be framed in a way that will enable the student to improve on any weaknesses in subsequent projects.*

**PROJECT**

**TOPIC, AIMS AND OBJECTIVES** (see **Appendix A**)

Topic developed entirely by the student*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Topic developed entirely by the supervisor
Realistic aims and objectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Over-ambitious or too simplistic

**INFORMATION SEARCHING** (see **Appendix B**)

Suitable information searching strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No information strategy presented
Excellent search results	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No evidence of information searching

**WORK**

Objectives substantially achieved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Very little achieved
Student worked independently *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Student required excessive guidance

**MANAGEMENT**

Project work well planned and carried out *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No plan, erratic progress
Regular progress reports *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No contact with supervisor

**Comments on PROJECT**

**REPORT**

**CONTENT**

Topic covered in depth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Superficial treatment of topic
Understanding beyond taught material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cursory coverage of basic information
Factually correct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Inaccurate facts and statements

**Comments**

<b>ARGUMENT</b>						
Appropriately developed aims and objectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Unrealistic or do not address the topic at all No evidence of originality Little evidence to support assertions Report rambles and lacks continuity
Original and creative thought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Critical analysis, ability to evaluate evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Logically developed argument	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Comments</b>						

<b>SOURCES</b>						
Excellent range of source material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No use of sources outside the taught material Inadequate acknowledgement of sources Incorrect referencing / plagiarism
Adequate acknowledgement of sources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Correct citation of references	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Comments</b>						

<b>STYLE</b>						
Fluent writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clumsily written Completely disjointed No abstract and/or keywords
Overall organisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Informative and accurate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
abstract and keywords	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Comments</b>						

<b>PRESENTATION</b>						
Legible and visually attractive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Untidy and close to unreadable Much too long or too short Many grammatical errors Much incorrect spelling Figures/Tables missing or add little
Appropriate length	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Grammar and punctuation correct	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Correct spelling throughout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Effective use of figures and tables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Comments</b>						

**THE REPORT INCLUDES**

- |  |                          |
|--|--------------------------|
| Title page                                     | <input type="checkbox"/> |
| Abstract                                       | <input type="checkbox"/> |
| Keywords                                       | <input type="checkbox"/> |
| Contents page                                  | <input type="checkbox"/> |
| List of figures and tables (where appropriate) | <input type="checkbox"/> |
| List of references or bibliography             | <input type="checkbox"/> |
| Appendix A – mini-project declaration          | <input type="checkbox"/> |
| Appendix B – statement of search strategy      | <input type="checkbox"/> |

**ANY OTHER COMMENTS**

*(to be seen by the student)*

*In particular comments on the following aspects would be helpful:*

*Are there obvious strengths or weaknesses in the organisation of the material, presentation of results and interpretations/conclusions?*

*How much scope for this work to be taken further in the summer project?*