

**Weight: 20%**      **Word limit (essay equiv.): 900 for 1 student, 1600 for 2 students 2100 for 3 students**

**Submission: LMS**

Instructions: Students will write the final report around the following headings (you do not necessarily need to have all of these)

- Abstract. (This is a couple of paragraphs - no more - which summarizes the content of the report. It must be comprehensible to someone who has not read the rest of the report.)
- Introduction. (The aim and scope of your investigation, motivation, setting the scene for the remainder of the report.)
- Methodology. (Describing the method(s) you use, literature review.)
- One or more sections describing what you have done (focusing on the novel aspects of your own work, clearly outlining any limitations if any).
- Further work. (A section describing possible ways in which your work could be continued or developed. Be imaginative but realistic.)
- Conclusions. (This is similar to the abstract. The difference is that you should assume here that the reader has read the rest of the report.)
- References (mention where you got the data from) and appendices (may contain e.g. code).

**Marking Rubric:** encapsulating content, sensitivity to audience, and professional style

Category	1	3	5	Mark
<b>Depth of Content</b>	The explanation is sufficiently inaccurate, incomplete, or confusing that the reader gains little information from the report. It appears that little attempt has been made to help the reader understand the material.	A mostly accurate explanation of the project is made, including context, data analysis, key concepts and theories, drawing upon relevant literature. Some detail is presented to allow the reader to understand the content.	An accurate and complete explanation of the project is made, including context, data analysis, key concepts and theories, drawing upon relevant literature. Enough detail is presented to allow the reader to understand the content and make judgments about it. Useful results are obtained, and issues illuminated. Readers gain insight.	
<b>Accuracy of Content</b>	The information in the report is incorrect or unclear to the point of being misleading.	With some minor exceptions, the information (names, facts, etc.) included in the report is accurate.	Information (names, facts, etc.) included in the report is consistently accurate.	
<b>Clarity of Purpose</b>	The project's objectives are missing or incomplete. There is little or no discussion of motivation or relevance. The reader is confused about the nature of the project and why it was undertaken.	The project's objectives are presented. The motivation for pursuing the project and its relevance is addressed. The discussion is reasonably clear but not compelling.	The project's objectives are clearly stated. The motivation for pursuing the project and its relevance is clearly and persuasively established.	

<b>Organization</b>	The key elements of the standard research reporting protocol (abstract, introduction, methods, results, analysis, and conclusion) are not present. There is no apparent ordering of paragraphs, and thus there is no progressive flow of ideas.	The key elements of the standard research reporting protocol are present, but they may be structured in a non-standard manner. Within sections, the order in which ideas are presented may be occasionally confusing.	The report is organized following the standard research reporting protocol. The executive summary or abstract is presented first, enabling the reader to easily follow the rest of the report.	
<b>Tone</b>	Little attempt is made to acknowledge the work of others. Subjectivity and bias are noticeable in the limited interpretation of results. It appears as though the writer decided on conclusions before the data were collected and analysed, or that the writer may have a vested interest in a particular interpretation.	The report is primarily objective and neutral in tone, and a variety of interpretations of results is presented. Any subjectivity is minor, and any failure to acknowledge the work of others seems to be an oversight.	The report is written with an objective tone. The full range of interpretations of results is presented. The reports and research findings of others are referred to neutrally without attacking the authors' opinions.	
<b>Depth of Analysis</b>	Data analysis is so sketchy and inadequate that the reader is not able to evaluate the validity of the interpretation of findings.	Data analysis is detailed enough to aid understanding but is not enhanced with models, or theories.	Results are carefully and objectively analysed. Interpretations are made using appropriate models, or theories.	
<b>Ability to define terms and jargon</b>	There is an overuse of jargon and technical terms without adequate explanation of their meaning.	For the most part, terms and jargon are used correctly with some attempt to define them.	Scientific terms and jargon are used correctly. They are defined the first time they are used in the report.	
<b>Use of Language: Word Choice, Grammar, and Sentence Structure</b>	Errors in sentence structure and grammar are frequent enough that they distract the reader and interfere with meaning. There is unnecessary repetition of the same words and phrases.	For the most part, sentences are complete and grammatical, and they flow together easily. Any errors are minor and do not distract the reader. Repetition of the same words and phrases is avoided.	Sentences are complete and grammatical, and they flow together easily. Words are chosen for their precise meaning.	
<b>Use of Figures: Graphs, Charts, &amp; Drawings</b>	Figures, graphs, charts, and drawings are of poor quality, have numerous inaccuracies and mislabelling, or may be missing. There may be no corresponding explanatory text or there may be redundancy with the text.	For the most part, figures, graphs, charts, and drawings are accurate, consistent with the text, and of good quality. They are generally labelled correctly in accordance with standards. All are referred to in the text.	All figures, graphs, charts, and drawings are accurate, consistent with the text, and of good quality. They enhance understanding of the text. All are labelled correctly in accordance with standards and are referred to in the text.	
<b>Your total mark (out of 20)</b>				