

Student Name: _____

Supervisor: _____

Component	Poor	Avg.	Good	Exceptional	Requirement	Comments (Use back if necessary)
Introduction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Establishes context necessary to facilitate thorough understanding of thesis work in a concise manner	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Establishes a clear research gap or design problem, and makes a convincing case for the significance of proposed work	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identifies a clear goal for thesis work that explicitly addresses the gap/problem; provides clear purpose statement for document	
Literature Review / Background	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Explains theoretical concepts important to understanding of thesis work	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identifies, summarizes, and synthesizes relevant research/design precedents in constructing an understanding of the current state of given field	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Enables a deeper understanding of the research question/design problem through analysis of research in the field, indicating a path for moving research forward	
Progress to Date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clearly indicates what has been accomplished already, describing methods, key designs, and results, where relevant	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provides clear justification for methods chosen or design decisions made, discusses results already attained	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Avoids strictly narrative prose, framing work as research and as it should be presented in the final thesis document	
Future Work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clearly indicates steps required to complete the thesis work, identifying key decisions or stages in future work	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Presents a schedule and plan for future work (for example, in Gantt Chart, or other acceptable means)	
Overall Document Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Document length, formatting, structure meets stated requirements, and specific demands of thesis topic	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Organized well, with content in discrete and appropriate positions in paper, structure clearly laid out, transitions that create flow in document	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Demonstrates coherent prose that concisely and clearly communicates complex topics	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Demonstrates grammatical correctness & clarity in sentence design	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provides clear attribution of ideas throughout paper using a known referencing standard, uses references effectively to help establish context, back claims, or justify decisions	

Numerical Score :

/ 10.0

A ROUGH GUIDE TO THE INTERIM REPORT – ESC499

Component	Fails	Adequate	Good	Exceeds Expectations
Introduction	Missing key elements of context necessary to understand thesis work	Establishes just sufficient context necessary to facilitate a basic understanding of thesis work	Establishes context necessary to facilitate understanding of thesis work	Develops context appropriately & concisely in facilitating thorough understanding of thesis work
	Research gap or design problem remains unarticulated or unclear	Research gap or design problem is identified, but too broad or general to define project clearly	Identifies a clear research gap/design problem	Establishes a clear research gap/design problem, makes a convincing case for the significance of proposed research work
	Goal of thesis work is difficult to identify, or unrelated to gap or problem statement	Stated goal for thesis work is vague, imprecise, or not clearly related to gap/problem statement	Identifies goal for thesis work that addresses this gap/problem	Explicitly identifies goal for thesis work in a clear purpose statement for the project that addresses gap/problem
Literature Review / Background	Missing key explanations of theoretical concepts important to thesis work	Most theoretical concepts important to work are identified & briefly explained	Identifies & explains theoretical concepts important to understanding of thesis work	Explains theoretical concepts clearly, concisely, in context of thesis work
	Fails to acknowledge or reference key research/prior work in the field	Identifies some important research/prior work in the field, but misses a few essential developments	Identifies & summarizes most of the key research/prior work in developing a nearly complete understanding of the field	Identifies, summarizes, & synthesizes relevant research in constructing an understanding of current state of field
	Analysis of field is incomplete & fails to further develop the research gap/design problem	Analysis of field is mostly complete, & helps to further develop research gap/design problem	Enables understanding of research question/design problem through analysis of research in the field	Enables deep understanding of research question/design prob. via thorough analysis of research in the field, indicating path for moving forward
Progress to Date	Does not indicate what has been accomplished already	Most accomplishments evident, including methods/design chosen & preliminary results	All key accomplishments identified, with methods/design chosen, & preliminary results clearly presented	Detailed description of methods or design along w/ preliminary results helps facilitate thorough understanding
	Fails to explain or justify key elements of method or design decisions	Provides some justification for most methods chosen/design decisions made, shows preliminary results achieved	Provides sufficient justification for methods chosen / design decisions made, preliminary results displayed & discussed	Justification for methods chosen/design decisions clearly & convincingly articulated, preliminary results displayed & discussed intelligently
	Describe progress in narrative terms	Progress is framed appropriately, though some narrative is still present	Progress is framed as research rather than narrative, given appropriate headings & structure	Progress described in terms that would allow its use in final thesis without much revision
Future Work	Does not describe future work in useful way	Most key steps are identified & described	All important steps are clearly explained & justified	All important steps are clearly explained, justified, & linked to overall thesis goals
	Fails to present a schedule for future work	Schedule for future work is present, but incomplete or not well thought out	Schedule for future work complete & well thought out, with expected dates for completion provided	Schedule for future work complete & well thought out, with tasks grouped under clear milestones & dates
Overall Document Design:	Document length or formatting fails to meet many of the stated requirements	Some inconsistencies in formatting, but mostly meets the stated requirements	Document length, formatting, structure meets stated requirements	Document length, formatting, structure meets stated requirements, & specific demands of thesis topic
	Poorly organized throughout, lacking clear structure & flow throughout document	A few organizational problems detract from an otherwise well structured thesis	Organized well, with content in discrete & appropriate positions in paper, & structure clearly laid out	Organized well, with logical & explicit structure, & transitions that create flow throughout document
	Grammatical problems hamper understanding of key elements of the document	Some grammatical problems hamper readability of prose, but not understanding of document	Demonstrates grammatically correct, coherent prose throughout	Demonstrates well designed prose that concisely & clearly communicates complex topics
	Poor attribution of ideas throughout, missing key references & failing to use an appropriate referencing standard	Provides clear attribution of ideas throughout paper using a known referencing standard, with only a few gaps	Provides clear & thorough attribution of ideas throughout paper using a known referencing standard	Provides clear attribution of ideas throughout paper using a known referencing standard; references used effectively to help establish context, back claims, or justify decisions

*1 - Fails (0-60%); 2 - Adequate (60-70%); 3 - Good (70-80%); 4 - Exceeds expectations (80-100%). These numerical equivalents are only approximate; final grade and value of each component is up to the supervisor.