

Graduation Assessment

ICT & CT

Information Technology Bachelor Emmen

Version 2022-2023-1.0

Graduation variant: Kies variant	Partial grade activities:	.
Name: Click or tap here to enter text.	Partial grade graduation Report:	.
Studentnummer: Click or tap here to enter text.	Partial grade presentation:	.
Date: Click or tap to enter a date. at hours	Final grade¹:	.
Location:		
Name & signature of 1st examiner: X _____	Name & signature of 2nd examiner: X _____	
Name & signature of 3rd examiner ²:		

Checklist hand in documents ³		
1	One final graduation assessment form. (this document)	.
2	One company supervisor feedback form. (In appendix 1)	.
3	Two examiner assessments graduation report. (In appendix 2)	.

¹ Only enter final grade when all partial grades are passing grades.

² If applicable.

³ To be checked off by the 1st examiner

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1 GENERAL

1.1 Introduction

Graduation is assessed on three components: activities, graduation report and graduation presentation. These three grades will be used to calculate the final grade.

The various components have the following weight in calculating the final grade:

- Tasks: 50%
- Thesis: 40%
- Graduation project presentation: 10%

The first graduation lecturer will determine the final assessment in conjunction with the second graduation lecturer. The company supervisor will have an advisory role in this. The first graduation lecturer will complete a form with the aforementioned three components and the final grade (rounded to one decimal).

All **partial grades** must be rounded to **two decimals**.

The **final grade** must be rounded to **one decimal**.

All partial grades for the components above must be passing grades.

When the result is 5.5 or higher, the student has passed the component "graduation assignment".

A final grade shall only be awarded when all partial grades are passing grades.

Grading scheme: Good ≥ 8.5

Adequate ≥ 7

Moderate ≥ 5.5

Unsatisfactory < 5.5

Partial grade activities:	.	*0,50	.
Partial grade graduation report:	.	*0,40	.
Partial grade presentation:	.	*0,10	.
		Rounded final grade*:	.

* Final grades must be rounded to one decimal, and shall only be entered when all partial grades are passing grades.

1.2 General explanation of assessment forms

The coloured boxes are indicative of the grade. Yellow indicates that the student performs at the level expected of a new Bachelor of ICT.

The meaning/grade distribution of the colours in this respect is as follows:

<4	4 - 5,4	5,5 – 6,9	7 - 8,4	>=8,5
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The progress of the intern can be indicated by checking the boxes.

1.3 Explanation of graduation report assessment form

As input for the final assessment of the graduation report, the two individual examiner assessment of the final graduation report will be used.

All partial grades of the graduation report must be passing grades. If this is not the case, the mark of the final graduation report will be assessed by an insufficient (I).

1.4 Explanation of presentation assessment form

Maximum one partial grade of the presentation can be a non-passing grade. If this is not the case, the mark of the presentation will be assessed by an insufficient (I).

1.5 Procedure graduation project document

The first examiner has to hand over to the administration office at once all the documents mentioned in the checklist on the front page.

2 ACTIVITIES ASSESSMENT FORM

Describe in this section comments here below how the final grade is established for the activities. From the topics in the *feedback form company supervisor graduation* the next topics must be addressed anyway:

Complexity of the graduation project	Low						High
Level of innovation	Low						High
Independence	Wait-and-see attitude						Enterprising
Communication (organization , graduation lecturer etc.)	Awkward						Articulate
The competencies to be achieved for graduation (see appendix vision document)	No .					Yes .	

Comments:

Click or tap here to enter text.

































Final grade activities:

3 GRADUATION REPORT ASSESSMENT FORM

Stylistic assessment (A)

A Structure of the report						
Clear and accurate table of contents	Unsatisfactory					Satisfactory
Suitable and correct lay-out (titles, headings, paragraphs are clear and correct)	Unsatisfactory					Satisfactory
Consistent use of language (aimed at target group; professional)	Unsatisfactory					Satisfactory
Spelling (spelling and grammar mistakes)	Unsatisfactory					Satisfactory
Structure of the report is clear and well-organised (chapters, paragraphs are appropriately introduced)	Unsatisfactory					Satisfactory
Diagrams and tables as appropriate (put to good use, referred to as necessary)	Unsatisfactory					Satisfactory
Introduction, body and conclusion form one coherent whole	Unsatisfactory					Satisfactory
Bibliography (Correct use of APA)	Unsatisfactory					Satisfactory
Appendices (Mandatory: assignment description, Project plan Optional: FO/SRS/PRS etc.)	Unsatisfactory					Satisfactory
Comments (in addition to the individual examiner assessments from appendix 2):		<div>Partial grade A:</div>				
<div>Click or tap here to enter text.</div>						

Content assessment (B1 + B2 + B3 + B4 + B5 + B6)

B1 Summary						
Is clear and concise	Unsatisfactory					Satisfactory
Describes subject matter or issue at hand (introduction)	Unsatisfactory					Satisfactory
Each chapter is summarised effectively (body)	Unsatisfactory					Satisfactory
Provides outline (conclusion)	Unsatisfactory					Satisfactory
Comments (in addition to the individual examiner assessments from appendix 2):		<div>Partial grade B1:</div>				
<div>Click or tap here to enter text.</div>						
B2 Introduction						
Introduction is clear, all sections form a coherent whole	Unsatisfactory					Satisfactory
Basis for the report(<i>why</i>)	Unsatisfactory					Satisfactory
Introduction to the company and the assignment(<i>what</i>)	Unsatisfactory					Satisfactory
Guide (<i>How should the report be read</i>)	Unsatisfactory					Satisfactory
Comments (in addition to the individual examiner assessments from appendix 2):		<div>Partial grade B2:</div>				
<div>Click or tap here to enter text.</div>						

B3 Research						
A clear main question is formulated	Unsatisfactory					Satisfactory
A number of unambiguous sub questions are formulated	Unsatisfactory					Satisfactory
The combined sub questions cover the main question	Unsatisfactory					Satisfactory
The sources of information are relevant	Unsatisfactory					Satisfactory
The sources of information are reliable	Unsatisfactory					Satisfactory
Research methodology has been adequately critical described. This includes:						
• Method of data collection	Unsatisfactory					Satisfactory
• Selected measuring instrument	Unsatisfactory					Satisfactory
• Method of analysis	Unsatisfactory					Satisfactory
• Reliability, validity, and general applicability	Unsatisfactory					Satisfactory
Research results have been adequately described.	Unsatisfactory					Satisfactory
Statements are supported by multiple sources.	Unsatisfactory					Satisfactory
The conclusion / summary of the research is clearly described.	Unsatisfactory					Satisfactory
Comments (in addition to the individual examiner assessments from appendix 2):		<div> <div>Click or tap here to enter text.</div> <div>Partial grade B3:</div> </div>				
B4 Realisation						
The (final) product corresponds to the nature of the assignment	Unsatisfactory					Satisfactory
The methodology is represented clearly and correctly	Unsatisfactory					Satisfactory
The choice of a particular methodology is well-founded	Unsatisfactory					Satisfactory
The process of realisation has been described	Unsatisfactory					Satisfactory
Judgements and statements are underpinned and substantiated where necessary	Unsatisfactory					Satisfactory
The product was realised (if applicable)	Unsatisfactory					Satisfactory
Comments (in addition to the individual examiner assessments from appendix 2):		<div> <div>Click or tap here to enter text.</div> <div>Partial grade B4:</div> </div>				

B5 Conclusions and recommendations						
The conclusions are relevant	Unsatisfactory					Satisfactory
Every component of the project is evaluated (especially choices and decisions made)	Unsatisfactory					Satisfactory
The conclusions can be understood without reference to the rest of the report	Unsatisfactory					Satisfactory
Relevant recommendations are made, based on the conclusion	Unsatisfactory					Satisfactory
Comments (in addition to the individual examiner assessments from appendix 2):		<div>Partial grade B5:</div>				
Click or tap here to enter text.						
B6 Evaluation and reflection (in a separate document)						
The process is evaluated	Unsatisfactory					Satisfactory
The product is evaluated	Unsatisfactory					Satisfactory
Reflection on own functioning takes place (have the set objectives been achieved?)	Unsatisfactory					Satisfactory
Student justifies the competencies to be gained for graduation (see appendix vision document)	Unsatisfactory					Satisfactory
Comments (in addition to the individual examiner assessments from appendix 2):		<div>Partial grade B6:</div>				
Click or tap here to enter text.						

General comments: (in addition to the individual examiner assessments from appendix 2): Click or tap here to enter text.	A	.	*2	.
	B1	.	*1	.
	B2	.	*1	.
	B3	.	*6	.
	B4	.	*6	.
	B5	.	*2	.
	B6	.	*1	.
	Totaal: /19			.
Final grade			.	

4 PRESENTATION ASSESSMENT FORM

A Introduction of the presentation

Engaging start	Unsatisfactory						Satisfactory
Introduction	Unsatisfactory						Satisfactory
Introduction of topic	Unsatisfactory						Satisfactory
Overview (structure of presentation, time, answering questions)	Unsatisfactory						Satisfactory
Comments: Click or tap here to enter text.		Partial grade A:					

B Content of the presentation

Easy to follow	Unsatisfactory						Satisfactory
Good balance between main ideas and details	Unsatisfactory						Satisfactory
Good transition between the sections	Unsatisfactory						Satisfactory
Tailored to the level of the audience	Unsatisfactory						Satisfactory
Visual support	Unsatisfactory						Satisfactory
Comments: Click or tap here to enter text.		Partial grade B:					

C Ending of presentation

Summary (including core idea) and/or engaging close	Unsatisfactory						Satisfactory
Thanking the audience	Unsatisfactory						Satisfactory
Comments: Click or tap here to enter text.		Partial grade C:					

D Individual performance

Posture	Unsatisfactory						Satisfactory
Tempo	Unsatisfactory						Satisfactory
Variety in voice	Unsatisfactory						Satisfactory
Makes eye contact with/looks in the direction of the audience	Unsatisfactory						Satisfactory
Interaction with the audience	Unsatisfactory						Satisfactory
Has knowledge of the substance	Unsatisfactory						Satisfactory
Stays within the time limit	Poor						Good
Comments: Click or tap here to enter text.		Partial grade D:					

E Demonstration

The choice for a demonstration was fitting	Unsatisfactory						Satisfactory
Well prepared	Unsatisfactory						Satisfactory
Well executed	Unsatisfactory						Satisfactory
Comments: Click or tap here to enter text.		Partial grade E:					

F Answering questions and debating						
Questions are correctly understood, placed in the correct context, and well interpreted	Unsatisfactory					Satisfactory
Answers are clear, concrete and relevant to the questions	Unsatisfactory					Satisfactory
Answers demonstrate insight into theoretical backgrounds	Unsatisfactory					Satisfactory
Comments: Click or tap here to enter text.				Partial grade F:		

General comments:

Click or tap here to enter text.

With Demo			
A	.	*2	.
B	.	*2	.
C	.	*1	.
D	.	*2	.
E	.	*2	.
F	.	*3	.
Total:			.
/12			
Final grade			.

Without Demo			
A	.	*2	.
B	.	*2	.
C	.	*1	.
D	.	*2	.
-	.	-	.
F	.	*3	.
			.
/10			
Final grade			.