

Student information			
Student name:		Student number:	E-mail:
Study Programme:	<input type="checkbox"/> CoSEM	<input type="checkbox"/> EPA	<input type="checkbox"/> MoT <input type="checkbox"/> HPM
Requested annotation to the diploma:	<input type="checkbox"/> Entrepreneurship	<input type="checkbox"/> IEG	<input type="checkbox"/> TIsD
Composition of the Graduation committee			
Option 1	Chair		Section: <b>Choose a section</b>
	First supervisor		Section: <b>Choose a section</b>
	Second supervisor		Section: <b>Choose a section</b>
Option 2	First supervisor		Section: <b>Choose a section</b>
	Second supervisor		Section: <b>Choose a section</b>
	Advisor		Section: <b>Choose a section</b>
	External supervisor (optional advisor)		
	External supervisor (optional advisor)		
Declaration by Chair or Ius Promovendus			
<b>Herewith the Chair/Ius Promovendus declares:</b> <input type="checkbox"/> The student <u>has passed</u> the Green Light meeting (fill in 'GO') <i>The Chair/Ius Promovendus declares that student is expected to complete the MSc thesis within <u>two weeks</u> and to give the final presentation and defence within <u>four weeks</u>, provided that the suggestions for improvements as indicated on this Green Light form (see page 2) are followed.</i>			
<input type="checkbox"/> The student did <u>not pass</u> the Green Light meeting (fill in 'NO GO') <i>The Chair/Ius Promovendus declares that student is <u>not expected</u> to complete the MSc thesis within <u>two weeks</u>.</i>			
GO	<input type="checkbox"/> Scanned for plagiarism	Explanation 'similarity' scan (Turnitin):	
	Title thesis:		
	<input type="checkbox"/> <b>Recommendation for designation 'cum laude'</b> (please tick if applicable) <i>Herewith the Chair/Ius Promovendus declares that the student is expected to be able to receive a grade of 8.5 or more for the MSc thesis, provided that the corrections discussed meet the requirements and that the presentation and defence are outstanding. In case of possible 'cum laude' a member of the Board of Examiners has to be present at the graduation session<sup>1</sup>.</i>		
	Defence date:	Time:	Location:
NO GO	The motivation for extension of the Master Thesis Project is:		
	Next Green Light Meeting:	Date:	Time:
	<i>Please note the graduation process of the student may be extended only <u>once</u> with a maximum time period of 13 weeks.</i>		
Declaration by the Study Programme Administration: (to be filled in by SPA)			
<i>Herewith the Study Programme Administration of the faculty TPM declares that the student mentioned above has fulfilled all of the course requirements of his/her educational programme.</i>			
<input type="checkbox"/> Approved by SPA		Date:	
Signature of Chair/Ius Promovendus			
Date:	Name:	Signature:	

<sup>1</sup> Graduation session in case of possible 'cum laude':

- The delegated member of the Board of Examiners is not a full associate member of the Graduation Committee and therefore has no voting right.
- The delegate is assigned to check the proper implementation of the graduation procedure, defense of the master's thesis and the final assessment. Supplementary/ substantive questions can be asked by the delegate.
- The delegate will inform the Board of Examiners with its feedback and observations about the graduation session.

**Feedback on Green Light version MSc thesis**

Student name:

Student number:

**Please give feedback according to the subcriteria on the 'MSc Thesis Assessment Guide TPM' (see page 4)****A. Research quality****B. Research skills****C. Reporting quality****D. Quality of oral defense**

N.A.

#### General Criteria for graduation at CoSEM, EPA and MOT

- the work contains an analytical component
- the work is multidisciplinary in nature
- the work focusses on a technical domain or application

#### Criteria for graduation at CoSEM

The aim of CoSEM master thesis projects is to design solutions for large and complex contemporary socio-technical problems. This requires the consideration of technical, institutional, economic and social knowledge.

CoSEM students employ methods, tools and techniques for creatively designing and assessing the impact of technical solutions in organisations which contain both effective management strategies and system engineering approaches to deal with technological complexity and the management of stakeholders with widely diverging interests. CoSEM students have chosen a technological domain which is clearly visible in their thesis. Thesis projects take both public and business values into account and look at the physical system as well as the actor network, confronting not only technical challenges, but also management and ethical choices.

For CoSEM the following criteria would be considered to indicate a 'typical' CoSEM thesis:

- the work has clear design and/or engineering components.
- the design has a clear technology component and technical issues are addressed.
- both process management strategies and system engineering approaches are addressed.
- complex design/engineering issues are dealt with in a systematic and creative way.
- CoSEM methods, tools and techniques for creatively designing and assessing the impact of technical solutions in organisations are used.
- the subject covers values originating from both the public and private domains.

#### Criteria for graduation at EPA

The work reports on the quality of decision-making regarding grand societal challenges, while taking into account the socio-economic and/or political environment in which they are embedded.

For EPA the following criteria would be considered to indicate a 'typical' EPA thesis:

- the work is analytical in character,
- the work exhibits both a systems and a multi-actor perspective,
- EPA methods and techniques for problem analysis and exploration are used systematically and (conceptual) modeling and/or simulation techniques have been employed,
- the subject is related to Grand Challenges, aims to inform decision-makers, and is relevant in the public (policy) domain or on the interface between public and private domains.

#### Criteria for graduation at MOT

Management of Technology graduates learn to explore and understand how firms can use technology to design and develop products and services that contribute to improving outcomes, such as customer satisfaction, corporate productivity, profitability and competitiveness.

For MoT the following criteria would be considered to indicate a 'typical' MoT thesis:

- the work reports on a scientific study in a technological context (e.g. technology and strategy, managing knowledge processes, research & product development management, innovation processes, entrepreneurship).
- the work shows an understanding of technology as a corporate resource or is done from a corporate perspective.
- students use scientific methods and techniques to analyze a problem as put forward in the MoT curriculum.

# MSc Thesis Assessment Guide TPM

version: September 2018

**Greenlight:** please use this guide as a reference for giving feedback.

Submitting this guide is not necessary.

			Grading						
Assessment criteria	Indicative %	Sub criteria		5	6	7	8	9	10
			Unsatisfactory	Nearly satisfactory	Satisfactory	More than satisfactory	Good	Very good	Excellent
A. Research quality	70%	Research problem and objective	Underdeveloped problematization	Mismatch between problematization and objective	Adequate problem statement	Well-defined problem statement	Well-analysed problem statement	Innovative problem analysis	Outstanding problem analysis with novel objective
		Literature review and theoretical perspective	Incomprehensive	Reproduction of theory with limited relevance to the research problem	Reproduction and application of relevant theory to the research problem	Elaboration of theory based on known positions in literature	Evaluation and integration of theory into a novel perspective	Synthesis of existing theories into innovative perspectives	Significant contribution to academic literature
		Research framework/model	No conceptual or theoretical discussion of any value	Mismatch with theoretical perspective or research problem	Adequate and appropriate to the research context	Sound framework in the context of evaluated literature	Innovative framework that reflects state-of-the-art	Innovative framework that adds insights into state-of-the-art	Significant addition to the state-of-the-art
		Research methods	Not well addressed	Unsystematically used	Competently used but not well argued	Well elaborated and appropriate presentation of methodological issues	Very well discussed and limitations addressed	Innovative use of existing methods resolving some of their limitations	Development of a method beyond the state-of-the-art
		Analyses of data	Mere description, no analysis	Underdeveloped analysis	Straightforward but superficially presented	Straightforward and well presented	Well-argued interpretation of findings	In-depth analysis and good reflection on findings	Sophisticated and brilliantly argued interpretation of the findings
		Conclusion	Not related to the research problem	Vaguely linked with research problem	Adequate connection between research problem and conclusion	Adequate discussion of the research outcomes	Well-discussed and analysed research outcomes	Very good discussion and analyses of research outcomes	Excellent discussion and analysis of research outcomes
		Reflection on societal/managerial relevance	Not addressed	Vaguely addressed	Sufficiently described	Well described	Clearly discussed and analysed	High awareness of implications of study	Exceptional awareness of implications of study
		Academic reflection	Not addressed	Vaguely addressed	Sufficiently described	Well described	Clearly discussed and analysed	Offers new academic insights	Contribution to academic debate
		EPA, MoT, CoSEM perspective	No link to programme	Unclear link to programme	Fragmented use of study perspectives in analyses, methods and solutions	Perspectives used purposefully	Insightful use of perspectives	Clear and specific identification and integration of perspectives	Outstanding integration and application of perspectives
B. Research skills	15%	Originality and own contribution	Unable to execute a prescribed research plan	Partly able to execute a prescribed research plan	Following a prescribed research plan	Occasional initiative to modify research plan	Independent definition of the research design	Definition of an original and innovative research design	Surprising and innovative research design
		Planning	Intense supervision needed <b>and</b> exceeded nominal project time significantly	Intense supervision needed <b>or</b> exceeded nominal project time significantly	Very regular supervision needed <b>or</b> did not keep planned targets	Regular steering and supervision needed, nominal project time	Independent planning within nominal project time	Very independent planning, with good progress	Independent researcher, with smart time allocation
		Responsibility and managing relationships	No responsibility shown; difficulty connecting with people	Little responsibility shown and limited ability to function in a team	Responsibilities taken and adequate team player	Responsibilities taken and pro-active approach	Demonstrated leadership skills	Demonstrated leadership and gained commitment from key experts	Excellent leadership
C. Reporting quality	10%	Reporting clarity and English proficiency	Underdeveloped	Nearly acceptable	Acceptable	Adequate	Well-structured and well written	Very well-structured and proficient in writing	According to high academic standards
		Referencing and data presentation	Underdeveloped	Nearly acceptable	Acceptable	Adequate	Carefully documented and presented	Carefully documented and innovative data presentation	According to high academic standards
		CoSEM only: reporting in academic article	Inadequate	Major revisions required	Sufficient	Well elaborated	Convincing	Publishable (academic B journal)	Publishable (academic A journal)
D. Quality of oral defence	5%	Presentation of research	Unclear and incoherent	Superficial	Acceptable and straight forward	Good overview of the research	Convincing	Inspiring and insightful	Up to highest standards
		Q&A	Poor	Difficulty answering questions	Acceptable but not always confident	Confident	Convincing and well argued	Inspiring discussion	Academic debate level

- The MSc Thesis Assessment Guide should be used by the Graduation Committee when grading a Master Thesis done within one of the master degree programmes of the Faculty TPM.

- This Guide is not meant to be used as a checkbox in which the grade can be calculated by adding every weighed score per assessment criterion.

- This guide is merely meant to be used as a reference card, guiding the Graduation Committee in discussing the various criteria of the assessment leading to the final grade.