**2023/2024**

**Department of Aeronautical and Aviation Engineering**

**AAE4002/AAE4012 Capstone Project**

Interim Report Assessment

(For the use by Academic Supervisor and Independent Assessor)

The Interim Report is 20 marks in total. The Interim Report is assessed by (1) the Academic Supervisor and (2) the Independent Assessor. The assessments of the Interim Report by the Academic Supervisor and the Independent Assessor each weigh 50% of the Interim report marks, and hence, 10 marks each of the total marks.

The assessment methods and the associated marks of AAE4002/AAE4012 are shown in Table 1.

Table 1: Assessment methods and the associated marks

|  |  |  |
| --- | --- | --- |
|  | **Assessments** | **Marks** |
| 1 | Individual Reflective Essay | 10 |
| **2** | **Interim Report** | **20** |
| 3 | Final Report | 50 |
| 4 | Oral Presentation | 20 |
|  | Total | 100 |

**The Interim Report Assessment form is included in this document.**

**Please:**

1. **Fill in the Assessment Form for the project group.**
2. **Return the Assessment Forms and Reports to AAE General Office (QR821) by the scheduled deadline.**

**2023/24**

**Department of Aeronautical and Aviation Engineering**

**AAE4002/AAE4012 Capstone Project**

**Interim Report Assessment Form**

|  |  |
| --- | --- |
| **Project Code & Title:** | ( ) |
| **Academic Supervisor / Independent Assessor:** |  |

Turnitin Submission: Y / N Plagiarism detected: \_\_\_\_\_\_\_\_\_\_\_%

|  | **Maximum Marks** | **Criteria *(Refer to the Rubric for Interim Report Assessment)*** | **Name & SID** | **Name & SID** | **Name & SID** |
| --- | --- | --- | --- | --- | --- |
| **Marks** | **Marks** | **Marks** |
| **Abstract and Introduction** | 2 | * Aims and objectives are explicitly stated * Identification of problems * Rationale for carrying out the project is explained clearly | \_\_\_\_\_\_/2 | \_\_\_\_\_\_/2 | \_\_\_\_\_\_/2 |
| **Literature Review** | 8 | * Literature review is thorough, comprehensive, relevant and consistent with the research topic * Literatures are critically evaluated; original thinking is evident * Review of literature is presented in a logical and coherent manner * The work of others is acknowledged and referenced * Source material is up to date and comprehensive | \_\_\_\_\_\_/8 | \_\_\_\_\_\_/8 | \_\_\_\_\_\_/8 |
| **Project Management, Methodology and preliminary results** | 7 | * Work scope is justifiable and workable * Evidence of good time and resource management with the use of project management techniques, e.g. Gantt chart, tasks breakdown, schedules, cost and risk analysis, etc. * Identification of appropriate project milestones. * Awareness of various possible investigative methods * Main tasks, difficulties and problems are listed and explained * Identification, justification, explanation and use of appropriate tools and techniques/approaches * Demonstrate the problem solving skills * Clear presentation of test conditions and test data * Approach in the analysis / investigative of results are appropriate * Discrepancies between theoretical and experimental results were identified * Preliminary interpretation and documentation of results | \_\_\_\_\_\_/7 | \_\_\_\_\_\_/7 | \_\_\_\_\_\_/7 |
| **Overall**  **Presentation of the Interim report** | 3 | * Free from spelling mistake and grammatical error * Layout, format and outline of the report are consistent with the requirements * Proper presentation of charts, diagrams, tables and references * Interesting to read and visually pleasant | \_\_\_\_\_\_/3 | \_\_\_\_\_\_/3 | \_\_\_\_\_\_/2 |
|  | **Total** | | **\_\_\_\_\_/20** | **\_\_\_\_\_/20** | **\_\_\_\_\_/20** |

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**Comments** *(required)*:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Signature: |  |  | Date of Assessment: |  |

**Rubric for Capstone Project Interim Report Assessment**

|  | **Unacceptable** | **Marginal** | **Acceptable** | **Good** | **Excellent** |
| --- | --- | --- | --- | --- | --- |
| **Abstract and Introduction** | * Introduction extremely underdeveloped or missing * Aims and objectives are not stated * Rationale for carrying out the project is unclear | * Introduction either underdeveloped or awkward * Aims and/or objectives are either not stated or unclear * Not all important problems are identified | * Most information is presented in logical order which is easy to follow. * Aims and objectives are stated but the rationale for carrying out the project is not explained clearly | * Effective introduction brings audience to topic * Aims and objectives are stated * Identification of problems | * Highly effective introduction brings audience to topic * Aims and objectives are explicitly stated * Identification of problems * Rationale for carrying out the project is explained clearly |
| **Literature Review** | * No or irrelevant literature review | * Insufficient literature review or irrelevant materials included * Review of literature is presented in a confusing manner * Source material is outdated | * Literature review is relevant and consistent with the research topic * Literatures are evaluated though original thinking is not evident * Review of literature is presented in a logical but sometimes not coherent manner | * Thorough, relevant and consistent with the research topic * Literatures are evaluated; original thinking is evident to some degrees * Review of literature is presented in a logical and coherent manner * The work of others is acknowledged and referenced | * Thorough, comprehensive, relevant and consistent with the research topic * Literatures are critically evaluated; original thinking is evident * Review of literature is presented in a logical and coherent manner * The work of others is acknowledged and referenced * Source material is up to date and comprehensive |
| **Project Management, Methodology and result** | * Scope of work is either unrealistic or not justifiable * Little evidence of using project management techniques * The research problem cannot be comprehended * Work scope is either unrealistic and not justifiable * Do not aware of various possible investigative methods * No progress in solving the problem * Engineering analysis infrequently used or appears trivial and leads to obvious conclusions * No or very poor technical (software /hardware/mathematical) skills are demonstrated during the project. * No test conditions and test data * No explanation about any discrepancy between theoretical and experimental results * No results | * Scope of work is justifiable but need some improvement * Demonstrate some evidence of project planning and management using standard project management techniques * The research problem under study can be described * Some research methods are used to solve the problem and the problem is partly solved * Included some analysis, but not very detailed or challenging; many steps seem not supported by calculations * Poor or very basic technical (software /hardware/ mathematical) skills are demonstrated during the project * Unclear presentation of test conditions and test data * Little effort in analyzing test results * Analysis is of trivial calculations & poorly explained | * Scope of work is justifiable and workable * Demonstrate a satisfactory project planning and management using standard project management techniques. * The research problem under study is described * Some research methods are used to solve the problem and the problem is partly solved * Included some analysis; but some steps seem not supported by calculation * Basic technical (software /hardware/ mathematical) skills are demonstrated during the project * Acceptable presentation of test conditions and test data * Preliminary analysis of experimental results * Results supported by documentation * Results are interpreted | * Scope of work is justifiable and workable * Demonstrate a good project planning and management using standard project management techniques and efforts * Causes of the problem under study can be fully explained; The pros and cons of each proposed solution found in the literature can also be explained * Suitable research methods are used to solve the problem and the problem is reasonably solved * Detailed & challenging engineering analysis; but a few steps seem not supported by calculation * Good technical (software /hardware/ mathematical) skills are demonstrated during the project * Clear presentation of test conditions and test data * Identified discrepancies between theoretical and experimental results, and preliminary analysis is done to explain it * Results supported by documentation * Results are well interpreted | * Scope of work is justifiable and workable * Demonstrate an excellent project planning and management using standard project management techniques * The problem under study is fully analyzed with solution being proposed * Suitable research methods are used to solve the problem and the problem is fully solved * Detailed & challenging engineering analysis at every stage of the design process * Excellent technical (software/hardware/ mathematical) skills are demonstrated during the project * Clear presentation of test conditions and test data * Clearly identified discrepancies between theoretical and experimental results, and preliminary analysis is done to explain it * Results supported by clear documentation * Results are effectively interpreted * Output having the potential for academic publication |
| **Overall Presentation** | * Disorganized to the extent preventing understanding. * Full of misspellings and/or grammatical errors. | * Introduction either underdeveloped or awkward * Organizational structure occasionally unclear * Conclusion underdeveloped, obvious, or fails to match content and project objectives | * Most information is presented in logical order which is easy to follow. * Some misspellings and/or grammatical errors. * Presentation of charts, diagrams, tables and references is sometimes improper or erroneous * Layout, format and outline of the report are sometimes inconsistent with the requirements | * Organization is generally good, but some parts seem out of place * Minor misspellings and/or grammatical errors. * Layout, format and outline of the report are mostly consistent with the requirements | * Written work is well organized and easy to understand * Free from spelling mistake and grammatical error * Layout, format and outline of the report are consistent with the requirements * Proper presentation of charts, diagrams, tables and references |