

## Part III Project Progress Report Assessment Form 2011/2012

Student: .....

Supervisor: .....

Your project student has submitted the accompanying Progress Report in response to the instructions given in the [detailed project guidelines](#). Please would you read and mark the Progress Report.

After marking the Progress Report, you should provide feedback to the student on the planning and progress, the quality of the English (including spelling and grammar) and the report structure.

If the student's progress is poor then it is your responsibility to warn the student. If appropriate, the warning should be in writing indicating the deficiencies and corrective action required with copies to the Tutor, Project Coordinator and the Faculty Student Admin office (for inclusion in the student's file).

Please fill in the "Similarity Index" returned by the TurnItIn /JISC plagiarism check: .....%

If the score is >15%, please confirm that you have reviewed the TurnItIn report and if necessary brought the matter to the attention of the Academic Integrity Officer and project coordinator: ..... (initials here)

Assign a letter grade in each of **Categories** based on **Typical Attributes** from the [project marking scheme](#) and record the results in the appropriate location within the grid below. Use the distribution of letter grades to help determine the **Range** in which the final mark should fall and assign a mark out of 100.

Add a brief comment for each of **Categories**, date and sign the form and return it to Hannah in Zepler Room 1217 by Friday 27th January 2012.

Cat.	Comments	Marks							
		Fail		3 <sup>rd</sup>	2.2	2.1	First		
(M)	PROJECT MANAGEMENT (inc. Planning & Progress):	F	E	D	C	B	A	A+	A*
(T)	TECHNICAL APPROACH:	F	E	D	C	B	A	A+	A*
(W)	REPORT (inc. Background & Literature Search):	F	E	D	C	B	A	A+	A*
COMMENTS ON PROJECT AS A WHOLE (JUSTIFICATION OF MARK AWARDED BELOW):									
<b>Progress Report Mark</b>							.....%		

Date ..... Signature .....