













RUBRICS AND EVALUATION FORM FOR ASSESSMENT OF PROPOSAL REPORT (30%)
KAS4998 FINAL YEAR PROJECT 1 (PITA 1) SESSION 2016/2017
PROGRAMME OF BACHELOR OF TECHNOLOGY (ENVIRONMENT)
SCHOOL OF OCEAN ENGINEERING, UMT

LO4 – COMMUNICATION SKILL (WRITTEN)				
CRITERIA	SCORE			
	1  Poor	2  Satisfactory	3  Good	4  Excellent
Format (Score x 2) (Max=8)	Work fails to follow required report format.	Many departures from required report format or guidelines.	Report format is generally consistent.	Report format is consistent throughout including heading styles, fonts, margins, white space, etc.
Flow of information (Score x 1) (Max=4)	Sequence of information is difficult to follow. No apparent structure or continuity.	Work is hard to follow as there is very little continuity.	Information is presented in a logical manner, which is easily followed.	Information is presented in a logical and interesting way, which is easy to follow.
Clarity of writing (Score x 2) (Max=8)	Poor sentence structure and word choice. Lack of transitions and/or sequencing of ideas make reading and understanding difficult.	Sentence structure and/or word choice sometimes interfere with clarity. Needs to improve sequencing of ideas within paragraphs and transitions between paragraphs to make the writing easy to follow.	Sentences are structured and word are correctly chosen to communicate ideas clearly. Sequencing of ideas within paragraphs and transitions between paragraphs make the writer's points easy to follow.	Writing flows smoothly from one idea to another. The writer has taken efforts to assist the reader in following the logic of the ideas. Sequencing of ideas within paragraphs and transitions between paragraphs make the writer's points easy to follow.
Organization (Score x 1) (Max=4)	Lack of appropriate sections or most information are in the wrong section.	Many information are in the wrong section.	Some information is in the wrong section.	All information is located in the appropriate section.
Typo and grammar (Score x 1) (Max=4)	Numerous spelling errors and/or grammatical errors.	Some spelling errors and/or grammatical errors.	Has no more than few misspellings and/or grammatical errors.	No misspellings or grammatical errors.
Total (max 28 Marks)				
OVERALL MARKS (28 or 10 %)				

LO3 – CRITICAL THINKING AND PROBLEM SOLVING

CRITERIA	SCORE			
	1  Poor	2  Satisfactory	3  Good	4  Excellent
Introduction/ Background of study (Score x 2) (Max=8)	Introduction makes little reference to the work(s), poorly addresses the topic, and has an unclear research statement	Introduction makes some reference to the work(s), attempts to address the topics, and has fairly clear research statement.	Introduction refers specifically to the work(s), addresses the topic and has clear research statement.	Introduction refers specifically to the work(s), addresses the topic directly, and has a clear research statement
Justification and objectives (Score x 2) (Max=8)	Subject and objectives are not well justified, not achievable, not clearly stated and do not match the purpose of study.	Attempts to define purpose and subjects. The objectives are vague and unclear, or may not be achievable.	May need to refine justification of the study. The objectives for the proposal are generally clear, logical and achievable.	Major ideas summarized and audience left with full understanding of presenter's study. Objectives are achievable, clear, logically developed and match the proposal well.
Literature Review (Score x 2) (Max=8)	Reports on earlier literature without connecting it to the research problem and question, and/or fails to identify relevant literature	Reports on earlier literature without connecting it clearly to the research problem and question	Reviews earlier literature relevant to the research problem and questions	Demonstrates critical thinking, creativity and insight in reviewing earlier literature relevant to the research problem and questions
Materials and Methods (Score x 3) (Max=12)	Major flaw in the experimental design. No references or inadequately referenced to justify or describe approaches or methods.	Experiment does not address overall research question. Some methods/approaches are described but not clearly justified with relevant references.	Few flaws in the design, parts of methods are unclear. Some methods/approaches are described with some justification/references.	The proposed research framework and methodology matches the research question and methods are adequately described and justified with references.
Subject knowledge (Score x 4) (Max=16)	Demonstrates little understanding of the topic. Ideas are not expressed clearly or supported by examples or logic justifications. No interpretation and analysis of the material	Demonstrates some understanding of the topic but with limited analysis. Ideas are not expressed clearly, examples and justifications are lacking. Examines the issue from single perspective	Demonstrates a general understanding of the topic. Ideas are generally expressed clearly through adequate use of examples and justifications. Examines issue from more than one perspectives.	Demonstrate in-depth understanding and insight into the issue(s) under discussion, through careful analysis and reflection. Ideas are developed and expressed fully and clearly using many appropriate examples and justifications. Examines the issue from more than one perspectives.
Total (max=52)				
OVERALL MARKS (52 or 15 %)				

LO7- INFORMATION MANAGEMENT AND LIFELONG LEARNING SKILLS

CRITERIA	SCORE			
	1  Poor	2  Satisfactory	3  Good	4  Excellent
Citations (Score x 2) (Max=8)	No citations given or citations not listed in the reference section.	Few citations (<10). Citation errors common. Many not listed in reference list.	About 10 -20 citations. Some citation errors or missing from reference list.	More than 20 citations. No errors detected. All citations are in the reference list.
References (Score x 2) (Max = 8)	Very few and short reference list with numerous formatting mistakes. Mostly from non-credible or outdated sources.	Some references given (<10). Formatting mistakes. More than half from non-credible or outdated sources.	About 10 – 20 references, well formatted but with a few mistakes. Few from non-credible or outdated sources.	More than 20 references, well formatted with no mistakes detected. All from credible and up-to-date sources.
Total (max=16)				
OVERALL MARKS (16 or 5 %)				

STUDENT'S EVALUATION FORM

Criteria	Formulation	Max marks	Student name	Student name	Student name	Student name
			Matric No.	Matric No.	Matric No.	Matric No.
LO4 – COMMUNICATION SKILL (10 %)						
Format	Score x 2	8				
Flow of information	Score x 1	4				
Clarity of writing	Score x 2	8				
Organization	Score x 1	4				
Typo and grammar	Score x 1	4				
Total		28				
OVERALL MARKS	(Total/28 *10%)	10%				
LO3 – CRITICAL THINKING AND PROBLEM SOLVING (15 %)						
Introduction/ Background study	Score x 2	8				
Justification and objectives	Score x 2	8				
Literature Review	Score x 2	8				
Materials and Methods	Score x 3	12				
Subject knowledge	Score x 4	16				
Total		52				
OVERALL MARK	(Total/52 *15%)	15%				
LO7– INFORMATION MANAGEMENT AND LIFELONG LEARNING SKILLS (5 %)						
Citations	Score x 2	8				
References	Score x 2	8				
Total		16				
OVERALL MARK	(Total/16 *5%)	5%				
Comments/Remarks						

Name of Examiner:.....

Signature & Stamp:.....

Date:.....