

Student Name:		Student Number:			Supervisor:		
Grade Band	Topic Definition (20%)	Background (30%)	Project Plan (25%)	Presentation (25%)			
Excellent (85-100%)	There is no doubt about the intended coverage and contribution of the thesis. Includes a project outline and clear statement of purpose. Substantial evidence of initiative	20	30	25	25	25	Excellent structure, so a pleasure to read. Neat, professional presentation. A correctly formatted bibliography appropriately referenced.
		19	28	24	24	24	
		18	26	22	22	22	
Very Good (75-84%)	Clear intended coverage and contribution of the thesis. Clear outline and statement of purpose.	17	25	21	21	21	The report has good structure which helps comprehension. The presentation is neat and professional.
		16	23	19	19	19	
Good (65-74%)	Shows intended coverage and contribution of the thesis. Includes outline and statement of purpose.	15	22	18	18	18	A bibliography with occasional errors or inappropriate referencing.
		14	20	17	17	17	
Satisfactory (50-64%)	Some intended coverage and contribution of the thesis. Partial project outline and statement of purpose.	13	19	16	16	16	The report may be poorly structured in places, but still able to be understood. Presentation is neat.
		12	17	14	14	14	
		11	15	13	13	13	
		10	14	12	12	12	
		9	13	10	10	10	
Poor (25-49%)	Little indication of intended coverage and contribution of the thesis. Poor attempt at project outline and statement of purpose.	8	11	9	9	9	The report is lacking in structure, and becomes hard to understand. Presentation is untidy. The bibliography has many formatting errors, with poor referencing style.
		7	10	8	8	8	
		6	8	7	7	7	
		5	7	5	5	5	
		3	3	3	3	3	
Very Poor (0-24%)	No indication of intended coverage and contribution of the thesis. No project outline and statement of purpose.	0	0	0	0	0	
Initial Mark :	Comments:						
Late Penalty :	Supervisor's Signature:						
Final Mark:	Date:						

Project proposal (10%)

Rationale: Each student must write a project proposal which clearly defines the thesis topic, presents a review of relevant background material and an assessment of the impact of previous work on the current project. Importantly, the project proposal should state the purpose, aims, coverage and relevance of the project, risk assessment and a project plan for its completion. All background and related material should be appropriately referenced and appear in a bibliography.

Delivery: There is no set format or length of the project proposal, and this should be discussed with the thesis supervisor. Using the format of the final thesis will assist in the integration of the material from the progress report into the final thesis. The length of actual text (excluding title pages, tables of content, etc) is usually around 15 pages. The project proposal should be submitted electronically as directed on the course WEB site. A printed copy should also be handed in directly to the supervisor. The project proposal will be marked by the supervisor against the project proposal marking criteria.

Details

Topic, goal and relevance (20%): A clear definition of the topic, goals and relevance will leave the reader with no doubt about the intended coverage and contribution of the thesis. The definitions should include a project outline and clear statement of purpose. The supervisor also indicates the degree of student initiative in identifying the topic, goal and relevance.

Review of background and related work (30%): Background material for the thesis will most likely include a review of the literature in the area of the thesis, perhaps material from texts and previous theses that cover the background theory, and a review of prior art where applicable. This review should not only help the reader understand the rest of the document, but should illustrate to the reader a mastery of the material in the topic area, demonstrated by appropriate depth and coverage of material reviewed, and by the successful comparison and discussion of the different material presented. The supervisor also indicates the degree of independence by which the relevant background is identified and mastered. Indirectly, the initiative and the ability of the student to find the relevant literature is tested.

Project plan (25%): The project plan should consist of a well justified, comprehensive list of logically ordered tasks with logical milestones – each clearly relating to the project aims. Progress made so far should be articulated in relation to the plan. Each task should be assigned expected resource requirements (if any) and durations. Risk assessment should take place before the practical work commences and be included in the project proposal. The proposal should demonstrate analysis capabilities, creativity and self-reliance of the student in identifying the project plan.

Presentation (25%): The document should be well structured and easy to read. The presentation needs to be succinct and concise, without spelling mistakes or errors of grammar. The report must demonstrate appropriate referencing to a correctly formatted bibliography.