

MathSys Research Project – report assessment / feedback form

Student name:

Project title:

Assessor:

Instructions:

- The assessor should assign a grade to the written report for each of the components of assessment listed below **taking into account any feedback provided by the project supervisor**. The assignment of marks should be with reference to the following marking system (for reference, a student with an overall MSc grade below 65 is normally considered unsuitable for progression to PhD study.):

80+: outstanding performance, awarded only in exceptional cases
70 – 79: MSc distinction level
60 – 69: MSc merit level
50 – 59: MSc pass level
< 50: MSc fail

- Comments should be provided justifying the grades awarded. Comments should be constructive since it is expected that these comments can be provided to the students as feedback.
- A final mark for the report as a whole should be awarded informed by the marks for the different components of assessment on page 2. The assignment of the final mark should be done after discussion with the second assessor. The marks awarded by the first and second assessors do not have to be identical but large differences in opinion should be reconciled before a final mark is awarded.
- The final mark represents the assessor's overall view of the report and is not a numerical average of the marks awarded for the individual components.
- An electronic copy and signed hard copy of this form should be returned to the MathSys administrator (complexity@warwick.ac.uk).

Overall mark awarded:

Signature of assessor: _____ Date: _____

Signature of second assessor: _____ Date: _____

Components of assessment

(see below for further details of assessment criteria for each component)

1 - Overall presentation:

Mark:

Comments:

2 - Relevance and quality of figures

Mark:

Comments:

3 - Standard of English

Mark:

Comments:

4 - Structure

Mark:

Comments:

5 - Scientific content

Mark:

Comments:

6 - Real world impact

Mark:

Comments:

Details of assessment criteria

1 - Overall presentation: The report should

- be written in a uniform style and not exceed 8000 words
- use a clear, appropriately sized and legible font and page layout
- number equations, tables, figures and sections appropriately
- use a proper referencing style

2 - Relevance and quality of figures: Figures and illustrations should

- be clearly labelled, relevant to the content and properly referenced from the text
- present information in an informative way (use of log scale, choice of domain and range, choice of viewing angle for surface plots etc)
- have informative captions
- reproduce to a professional quality (no pixellated bitmaps or jpgs)
- label axes and use an informative choice of tics
- use different symbols and line styles to distinguish between different curves/data streams and use a legend to label them, down-sample data if necessary to allow different symbols to be distinguished
- use legible and properly sized fonts throughout

3 - Standard of English: The report should

- be written in concise scientific English
- contain no spelling errors which are trivial to remove with spell checking software
- be proof-read to remove obvious grammatical errors
- use a sensible paragraph structure
- avoid use of unnecessarily technical language

4 – Structure: The report should

- be structured in a reasonable way so that the order of the topics makes sense
- begin with an abstract or executive summary which concisely summarises the problem and the key findings of the study group
- contain proper introduction and conclusion sections
- place figures, equations and tables appropriately with respect to where they are referenced in the text
- consider the use of a table of contents, technical appendices etc to improve the navigability of the document for the reader

5 - Scientific content: The report should

- contain scientific analysis which solves or partially solves the problem posed by the external partner. Failing this, the report should provide non-trivial insight into why the problem as posed could not be solved.
- be properly referenced in an appropriate and uniform style with references properly integrated into the text
- explain in clear and concise terms the problem or the aspects of the problem which were considered during the study group
- state clearly what actual research was done, distinguishing between existing results taken from the literature and novel results developed by the study group.

6 - Real world impact: The report should

- projects are normally expected to make contact with a real-world application. Reports should describe how the research may have impact outside of academia.
- If the project was done in collaboration with an external partner or a researcher from a non-mathematical discipline, the report should explain the relevance to the external partner's operations and summarise the implications of findings for these operations.
- If the project was not done in collaboration with an external partner, the report should explain in concrete terms how the research is relevant to applications. Such relevance may be conjectural or “blue sky” in nature but should be plausible. Clichéd or generic statements relating to the real-world context should be avoided.