

**Assessment Form TXF4992 – PROPOSAL PROGRESS PRESENTATION
PANEL ASSESSMENT FORM**

This is a confidential document for use by the Examination Panel. Assessment should be done in discretion.

PART I: STUDENT DETAILS						
Student's Name:				Matric Card No.:		
Supervisor:						
Project Title:						
PART II: PRESENTATION ASSESSMENT (5%)						
Criteria	Weightage	Score				
		Very Good	Good	Fair	Poor	Very Poor
		5	4	3	2	1
Strength and organization of materials	0.3					
Delivery (eye contact, language, body language)	0.3					
Question and answer	0.4					
Total (5%)						
PART III: PROPOSAL PROGRESS (15%)						
Introduction (Background, problem statement, objectives, scope and limitation of work)	0.5					
Literature	0.4					
Expected Result/Contribution	0.1					
Total (15%)						
					TOTAL (20%)	
PART IV: CERTIFICATION BY EXAMINER						
Comments (if any):						
Name & Signature:				Date:		

Note: This form must be completed and kept for documentation purposes.

ASSESSMENT OF PRESENTATION

Score	Strength and organisation of materials	Delivery (eye contact, language, body language)	Question and answer
5 (very good)	Exceptionally well-prepared and attractive slides/poster that clearly covers the main aspects of the project.	Flawless presentation, exhibiting highly commendable skills.	Questions answered exceptionally well and with ease
4 (Good)	Well-prepared and attractive slides/poster that covers the main aspects of the project.	Impressive presentation, exhibiting commendable skills.	Questions answered well and rather convincingly .
3 (Fair)	Adequately prepared slides/poster with some aspects of the project not covered .	Mediocre presentation. Skills require improvement .	Some questions could not be answered convincingly.
2 (Poor)	Very little thought given to the preparation of slides/poster with important aspects of the project being left out .	Unimpressive presentation due to lack of skills.	Failed to answer most of the questions convincingly.
1 (Very Poor)	No thought given to the preparation of slides/poster with most aspects of the project being left out.	Seriously flawed presentation due to little or no skills.	Unable to answer the questions convincingly.

ASSESSMENT OF INITIAL PROJECT PROPOSAL

Score	Introduction (Background, problem statement, objectives, scope and limitation of work)	Literature	Expected results
5 (very good)	The research background, statement of problem, objectives, scope and limitation of work are exceptionally well stated .	The supporting literature is very relevant and is reviewed critically .	The expected results are very clearly stated and very consistent with the objectives.
4 (Good)	The research background, statement of problem, objectives, scope and limitation of work are clearly stated .	The supporting literature is relevant and is reviewed well .	The project plan is well-prepared and appropriate .
3 (Fair)	The research background, statement of problem, objectives, scope and limitation of work are satisfactory .	The supporting literature is only slightly relevant and is reviewed inadequately .	The expected results are not clearly stated and not consistent with the objectives.
2 (Poor)	The research background, statement of problem, objectives, scope and limitation of work are vaguely stated .	The supporting literature is mostly irrelevant and is reviewed badly .	The expected results are vaguely stated and mostly not consistent with the objectives.
1 (Very Poor)	The research background, statement of problem, objectives, scope and limitation of work are unsuccessfully stated .	The supporting literature is completely irrelevant , and is reviewed very badly .	The expected results are not properly stated and highly inconsistent with the objectives.