

SBM5107 Capstone Project

http://ibse.hk/SBM5107/

Assessment Rubrics

These rubrics have a dual purpose: (1) to give a guideline for students about the criteria and overall expectations from the module, and (2) to establish a common guideline for project supervisors, moderators and other examiners, in evaluating the reports and oral presentation.

Assessment Rubrics for the Project Proposal:

The goal of a research project proposal is to present and justify the need to study a research problem and to present the practical ways in which the proposed study should be conducted. An effective proposal must have a clear focus and provide a rationale and persuasive evidence that a need exists for the proposed study.

Criteria (weighting%)	Levels of performance and grades			
	Insufficient (1) F	Acceptable (2) D & C	Good (3) B	Excellent (4) A
Subject matter (40%)	Shows very little understanding of the subject matter and thoroughly misinterprets the requirements for the project.	Show some understanding of the subject matter but confusion is evident in some aspects of the proposal or plan.	Show an understanding of the subject matter and it is evident in the execution of the proposal or plan.	Show a deep understanding of the subject matter and its greater implications; demonstrate integration of some advanced or researched concepts.
Structure and flow (20%)	Proposal is vague, disjointed, and shows no sense, structure, or flow; confusing to read, difficult to understand.	Proposal makes general sense but requires some work to organize and structure in a logical and sensible manner.	Proposal is well organized, and has a sensible flow and structure; minor elements may need clarification but otherwise well made and ready for execution.	Proposal is clear, concise, and has a logical structure and flow. Work shows deep consideration of the execution of the project.
Clarity and coherence (20%)	All the information is not clearly presented. Lack of coherence and logical consistency.	Some information is not clearly presented. Weak coherence and logical consistency.	The information is clearly presented. Logical interconnection and consistency are shown.	The information is clearly and effectively presented. Good coherence and logical consistency are demonstrated.
Creativity and ambition (20%)	The project proposed is not creative, original or ambitious; the student is uninspired and project has a low potential for success.	The project proposed is somewhat creative, original or ambitious; the student is not very excited but not bored, project has some potential for success.	The project proposed is original, creative and somewhat ambitious; the student is motivated about the project, and the project has a good potential for success.	The project proposed is very original, creative and ambitious; the student is highly motivated, and the project has a good potential for success.

Remark: To avoid plagiarism, all sources used in the project proposal should be acknowledged and referenced throughout, in accordance with the preferred method of engineering professionals.

Useful Guidelines:

- How to Write a Research Proposal (University of Kent)
<https://www.kent.ac.uk/learning/resources/studyguides/howtowritearesearchproposal.pdf>

Assessment Rubrics for the Reports:

Report writing: An effective report presents and analyses facts and evidence that are relevant to the specific research problem(s) or issue(s).

Criteria (weighting%)	Levels of performance and grades			
	Insufficient (1) F	Acceptable (2) D & C	Good (3) B	Excellent (4) A
Content (40%)	Show failure to understand aims, confusion over plans, research methods, arguments & meanings.	Show satisfactory knowledge & appreciation of aims, but has weaknesses in planning, grasp of concepts, interpretation of findings, development of argument & clarity of presentation.	Show strength & solid work in appreciation of needs, logical approach, marshalling of relevant material, sound argument & good presentation.	Demonstrate full understanding of research purpose, knowledge of related work, appropriate research methods and originality.
Organization and writing (20%)	Research information & details are not organized, are hard to follow and understand.	Research information & findings are scattered and need further development.	Research information is logically ordered with clear structure, paragraphs and transitions.	Research information is presented in effective order, with excellent structure of paragraphs and transitions.
Clarity and coherence (20%)	All the information is not clearly presented. Lack of coherence and logical consistency.	Some information is not clearly presented. Weak coherence and logical consistency.	The information is clearly presented. Logical interconnection and consistency are shown.	The information is clearly and effectively presented. Good coherence and logical consistency are demonstrated.
Innovation and creativity (20%)	No new or innovative ideas are applied in the research.	Some attempts to propose new or innovative ideas in the research.	Innovative and creative research ideas are proposed, but no justification.	Innovative and creative research ideas are proposed with evaluation and justification.

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Useful Guidelines:

- Literature Reviews (University of Kent)
<https://www.kent.ac.uk/learning/resources/studyguides/literaturereviews.pdf>
- Writing the Literature Review / Using the Literature (RMIT)
http://ibse.hk/SBS5498/PG_lit_review.pdf
- Features of good reports (University of Reading)
http://ibse.hk/SBS5498/A5_Reports_1_Features_of_reports.pdf
- Minor thesis & research report structure (RMIT)
http://ibse.hk/SBS5498/PG_Minor_thesis_Structure.pdf
- Structuring your report (University of Reading)
http://ibse.hk/SBS5498/A5_Reports_2_What_goes_in_each_section.pdf
- Writing your report (University of Reading)
http://ibse.hk/SBS5498/A5_Reports_3_Writing_your_report.pdf

Assessment Rubrics for Oral Presentation:

Oral Communication: Expressing ideas clearly when communicating orally.

Criteria (weighting%)	Levels of performance and grades			
	Insufficient (1) F	Acceptable (2) D & C	Good (3) B	Excellent (4) A
Content (40%)	Show failure to understand aims, confusion over plans, research methods, arguments & meanings.	Show satisfactory knowledge & appreciation of aims, but has weaknesses in interpretation of findings, development of argument & clarity of presentation.	Show strength & solid work in appreciation of needs, logical approach, sound argument & good presentation.	Demonstrate full understanding of research purpose, knowledge of related work, appropriate research methods and originality.
Organization (20%)	Presentation is very confused and unclear. Listeners cannot follow it.	Listener can follow presentation with effort. Organization not well thought out.	Presentation is generally clear. A few minor points may be confusing.	Presentation is clear and logical. Listener can easily follow line of reasoning.
Pace and delivery (15%)	Presentation is far too long or far too short. The speaker is too fast or too slow.	Sometimes, the speaker is too fast or too slow, repetitive or skipping important details.	Presentation is clear & quite well planned. Audience can follow & understand important details.	Presentation is professional, well planned and paced for audience understanding.
Use of visual aids (15%)	No aids are used, or they are so poorly prepared that they detract from the presentation.	Aids are poorly prepared or used inappropriately. Font is too small. Too much information is included.	Aids contribute, but not all material supported by aids. Font size is appropriate for reading.	Aids prepared in professional manner. Font is large enough to be seen by all. Well organized. Main points stand out.
Responsiveness to audience (10%)	Avoids audience interaction. Not responsive to group.	Reluctantly interacts with audience. Responds poorly to questions.	Generally responsive to questions.	Responds well to questions. Restates and summarizes when needed.

Useful Guidelines:

- Giving an Oral Presentation (University of Kent) <https://www.kent.ac.uk/learning/resources/studyguides/givinganoralpresentation.pdf>
- Oral presentations (RMIT) http://ibse.hk/SBS5498/oral_presentations.pdf
- Using PowerPoint in Oral Presentations (UNSW) <http://ibse.hk/SBS5498/powerpoint.pdf>