

## Advanced Technology bachelor assignment assessment protocol

The assessment of the bachelor assignment is based on the report and a (public) presentation on the work and results.

1. Report<sup>1,2</sup>

The typical length of the report is 25-30 pages, not including appendices. Examples of reports can be found in the UT repository of bachelor and master theses (<http://essay.utwente.nl/>).

2. Presentation<sup>3</sup>

The presentation on the work and results has a duration of 20-30 minutes. There is the opportunity to ask questions. The committee can also ask questions about the report (typically 15 min.).

3. Assessment<sup>4</sup>

After the presentation the committee withdraws to come to an assessment of the work. The motivation for the assessment is noted on the assessment form. **Please note that the results of the sub-grades are also registered in Osiris. Therefore, these grades should be specified with one decimal. The final grade is the weighted average of the sub-grades and is rounded to zero decimals.**

*Subsequently, the student is informed orally by the committee about the assessment, the motivation and final grade. The feedback on the assessment form should be carefully formulated, so that it is clear to the student how to improve the specified aspects.*

Depending on local customs and preferences of the student the assessment can be communicated to the audience (but that does not happen always).

4. For registration of the final grade the signed assessment form is sent to BOZ-AT (on paper or as scanned pdf by e-mail). The student receives a copy of the assessment form and the chairperson of the committee may also wish to keep a copy for the archives.

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<sup>1</sup> After completion of the bachelor assignment the student has to submit a digital copy (preferably in pdf format) to BOZ. Also, the student is requested to upload his/her report to the above mentioned UT repository (with the possible exception of work that is confidential).

<sup>2</sup> Some research groups prefer the report in the form of an article. This form is very compact and leaves out detail of the theory, experimental method and results that is relevant for the report on bachelor level. It is allowed to write the report in the form of an article under the condition that the theory, experimental method and results are adequately described in an appendix to the article.

<sup>3</sup> Sometimes the research chair arranges the room for the presentation. When that is not the case the student can arrange a room for the presentation by going to BOZ-AT or sending an e-mail requesting the reservation of a room for the presentation specifying the desired date and time (location: Citadel H 332, e-mail: [boz-at-ces@utwente.nl](mailto:boz-at-ces@utwente.nl))

<sup>4</sup> The assessment form (separate document) has three categories of assessment. 1. Scientific quality, 2. Communication (report and presentation), and 3. Organization. The weight of each category and assessment guidelines can be found on the back of the assessment form.