

3rd YEAR SPECIALISED LABORATORY- INDIVIDUAL REPORT EVALUATION

Laboratory: _____ Program: _____ Section no: _____ Group no.: _____

Title of Project/ Problem: _____ NAME: _____ Member's No: _____

Note to Lecturer: Please assess based on the individual task as stated in the Week 1 Group Proposal.

No.	Criteria	Excellent (4 points)	Good (3 points)	Fair (2 points)	Poor (1 point)	Score
1.	General format and structure	Complete criteria, neat with minimal errors.	Almost complete criteria, neat but contain some errors.	Missing minor criteria, less neat and contain some errors.	Missing major criteria, not neat and contain many errors.	
2.	Introduction of Project and Task	Clear explanation of project and the specific task assigned.	Clear explanation of project and with minor inaccuracy in the specific task assigned.	Gives very little information on task assigned.	Give wrong information about the task assigned.	
3.	Methodology	Presents easy-to-follow steps which are logical and adequately detailed	Most of the steps are understandable; some lack detail or are confusing.	Some of the steps are understandable; most are confusing and lack detail.	Not sequential, most steps are missing or are confusing.	
4.	Technical Knowledge	Strong defence using relevant theories, formula or simulation.	Weak defence using relevant theories, formula or simulation.	Flawed defence using relevant theory, calculation or simulation.	Flawed defence using irrelevant theory, calculation or simulation.	
5.	References	Four or more appropriate sources are used.	Three appropriate sources are used.	Two appropriate sources are used.	One appropriate source used	
		Total Marks (20 points - 10%)				

Facilitator Name : _____ Signature: _____

Session: _____