

**PANEL / SV**

# FACULTY OF CIVIL ENGINEERING AND BUILT ENVIRONMENT UNIVERSITI TUN HUSSEIN ONN MALAYSIA

**EVALUATION OF MASTER PROJECT 2 SEMESTER 1 SESSION 2020/2021**

**GUIDELINES FOR EVALUATION**

1. Kindly refer to the Evaluation Form of Master Project 2 PS.04/02/2013(D1) for the details criteria.
2. For each aspect evaluated, please give a rating of 1 to 5, according to the stipulated criteria. Multiply the rating with its weightage to obtain the marks for each aspect.
3. Below is the guide for interpreting scores and the corresponding proposed action in evaluating the progress of students’ master project.

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| **User** | **Mark** | **Interpretation** | **Proposed Action** |
| Supervisor | **< 65** | Unsatisfactory | Discuss weaknesses, corrections and or re- presentation with the student. |
| **≥ 65** | Satisfactory | Approved |
| Panel | **< 65** | Unsatisfactory | Discuss weaknesses, corrections and or re- presentation with the student. |
| **≥ 65** | Satisfactory | Approved |

# DETAILS CRITERIA

## Presentation (Panel only)

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| **No.** | **Item** | **Criteria\*** |
| 1 | Slide Presentation | Student able to produce slide presentation that visually appealing; attractive/compelling; consistent font (size and type); high-quality images; easy to read/view at a distance. |
| 2 | Content and Information | Student able to provide accurate information; use precise technical terms; instructive; clear framework; content is arranged sequentially. |
| 3 | Presentation Skill | Student able to present confidently; well-structured delivery; good voice projection; proper language/diction; assertive gestures. |
| 4 | Mastery of Knowledge | Student able to elaborate the project comprehensively; accurate conceptual/theoretical explanation; well-supported arguments; cognitive proficiency/critical thinking; explication/clarification of idea. |
| 5 | Aptitude and communication | Student able to defend the project convincingly, answering question effectively; deductive/inductive reasoning; engaging with two-way communication; well-managed attitude. |

1. **Performance (Supervisor only)**

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| **No.** | **Item** | **Criteria\*** |
| 1 | Commitment | Student displays high commitment in conducting the project; participate in discussions and meetings frequently; engage with project activities proactively; manage works effectively. |
| 2 | Attitude and Discipline | Student displays good attitude/respectful toward supervisor and colleagues; punctual; good work ethics; high moral and motivation. |
| 3 | Project Planning and Implementation | Student able to establish the scope and objective of project; come out with the strategies to attain the results; identify the constraints such as cost, time, risk and resources; keeping activities in line or adjusting accordingly. |
| 4 | Milestone and Quality of Project | Student able to keep the project in progress; completion of delegated tasks; achievement of project as according gantt chart; solve issues and problems effectively. |
| 5 | Written and Verbal Communication | Student able to communicate effectively; transparent; giving valuable inputs and suggestions that help the project; promoting clear and unambiguous exchange of information. |

1. **Report (Supervisor and Panel)**

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| **No.** | **Item** | **Criteria\*** |
| 1 | Abstract | There are general statements about the project; specific statements mention about the problems and objectives; methodology; key findings. |
| 2 | Introduction | Introduction is provided with statements that clearly include the background of study; problems; questions; objectives; supporting arguments; justification/importance of study; limitations or scope of study. |
| 3 | Literature Review | Literature review is relevant and comprehensive; critically written; well- cited sources; literature review is obtained from reliable and recognized sources. |
| 4 | Research Methodology | Methodology is suitable for achieving the objectives; procedures are described in detail; the selected methods or approaches for data analysis are suitable. |
| 5 | Results and Discussion | Data is analysed using highly suitable methods; data is presented using highly suitable techniques; discussion of findings is highly structured and critical, taking into account the finding of previous studies; there are comparative study in term of argumentative and affirmative; interpretation of findings is very accurate and extensive; results and discussion are linked to objectives/hypothesis. |
| 6 | Conclusion and Recommendation | The conclusion very clearly describes the key findings of the study; the conclusion is highly consistent; the conclusion is linked to the achievement of objectives; the proposed follow-up actions are extremely significant. |

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| 7 | Reference | Reference is obtained from reliable and recognized sources; all citations are stated in references and vice-versa; reference is written according to the prescribed format. |
| 8 | Writing Format | Follows the format of UTHM’s Thesis Writing Guide very closely; uses a very good and consistent writing style; there are continuity and a very accurate unity of ideas. |

\*These criteria are based on Evaluation of Master Project 2 PS.04/02/2013(D1) and the attributes are suitable for the rating Excellent [ 5 ]. Therefore, these criteria must be adjusted accordingly for the rating Good [ 4 ], Fair [ 3 ], Poor [ 2 ] and Very Poor [ 1 ].