

Grading Rubric Practical Project BIT						
Student name (incl. study model)	?? S1 First name S1 Last name		?? S2 First name S2 Last name		?? S3 First name S3 Last name	
	?? S4 First name S4 Last name		?? S5 First name S5 Last name		?? S6 First name S6 Last name	
Type of assignment	Practical Project BIT					
Title of assignment						
Confidentiality level						
Programme and location	Please choose program		Please choose model		Please choose location of program	
Faculty / Supervisor	First name		Last name			
Client organization	Name of organization					
Client / Client representative	First name		Last name			
Location, date	[Location]		[Date]			
<div><div></div><div><div>Weight</div><div>Achieved Points</div></div><div><div>Written Assignment</div><div>90%</div><div>0.00</div></div><div><div>Oral Assignment</div><div>10%</div><div>0.00</div></div><div><div>Achieved points Total</div><div>- Deduction</div><div>+ Point modification</div><div>Given points</div></div><div><div>0.00</div><div>- 0.00</div><div>+ 0.00</div><div>0.00</div></div></div>						
Calculated grade	1.0					
Grade, rounded to a half grade	1.0					
Feedback on written assignment						
I. Documentation & formal criteria (Weight: 15%) Remarks Documentation & formal criteria'			0% of total points of section	Sub-total 0.00		
II. Research (conceptual/theoretical) Framework (Weight: 15%) Remarks Research (conceptual/theoretical) Framework'			0% of total points of section	Sub-total 0.00		
III. Procedure & analysis (Weight: 15%) Remarks Procedure & analysis'			0% of total points of section	Sub-total 0.00		
IV. Interpretation & reflection (Weight: 15%) Remarks Interpretation & reflection'			0% of total points of section	Sub-total 0.00		
V. Achievement of objectives & Critical appraisal (Weight: 20%) Remarks Achievement of objectives & Critical appraisal'			0% of total points of section	Sub-total 0.00		
VI. Solution recommendation (Live Project, Practical Project and Bachelor Thesis only) (Weight: 20%) Remarks Solution recommendation (Live Project, Practical Project and Bachelor Thesis only)'			0% of total points of section	Sub-total 0.00		
			Total written part (of max. 100.0) 0.00			
Formatting and Appearance	Minor: deviations from HSW Guide	5 points deduction			- 0	
	Minor / Major deviations	Major: distracting and inconsistent formatting	10 points deduction			- 0
Plagiarism and Academic honesty	Minor: Insufficient indication of sources	up to 10 points deduction			- 0	
	Major plagiarism detected (fail)	Grade 1.0 awarded				
Provisional Grade	Remediable formal mistakes in section I.	Grade min. 3.5 awarded; achieve at maximum 4.0				
Late submission	Up to 24 hours late	Grade 4.0 awarded at maximum				
Extraordinary Points	[Comment]				+ 0	

Feedback on oral assignment			
I. Delivery (Weight: 30%) Remarks Delivery'		0% of total points of section	Sub-total 0.00
II. Content (Weight: 70%) Remarks Content'		0% of total points of section	Sub-total 0.00
		Total oral part (of max. 100.0) 0.00	
Overall Appraisal			
The lecturer confirms that the assignment was checked / reviewed for compliance with academic standards.			
Location, date		Signature of the client	
Location, date		Signature of the lecturer	

## Grading Rubric Practical Project BIT

written

Title of assignment

0

Assessment criteria	Exceeds expectations A	Meets expectations B	Partially meets expectations C	Does not meet expectations D	Assessment
<b>I. Documentation &amp; formal criteria</b>					<b>Section weighted: 15%</b>
Structure of text	The structure and layout are clear and support the content; all the required elements are included in a logical manner, well-linked and signposted	The structure and layout are clear; all the required elements are included in a relatively logical manner, sufficiently linked and signposted	The structure and layout are mostly clear, but somewhat illogical; all the required elements are included but they may be insufficiently linked or signposted	The structure and layout are unclear or illogical; required elements or links are missing	
Style of writing	Style of writing is competently tailored to the target group; excellent use of subject specific terminology throughout; language is precise and clear; language use is gender neutral and objective	Style of writing is generally tailored to the target group; good use of subject specific terminology; language is generally precise and clear; language use is gender neutral and generally objective	Style of writing is inconsistently tailored to the target group; some use of subject specific terminology; language lacks some precision and clarity at times; language use is gender neutral, but occasionally subjective	Style of writing is insufficiently tailored to the target group; there is little use of subject specific terminology; the text lacks precision and clarity; language use is gender biased and subjective	
Grammar and punctuation	The text contains a wide range of grammatically and orthographically correct structures	The text contains a range of grammatically and orthographically correct structures	The text contains some grammatical and orthographical mistakes or the range of structure is limited	The text contains grammatical and orthographical mistakes which negatively affect readability	
Reference list and in-text citations	THESE REQUIREMENTS CAN ONLY BE MET NOT EXCEEDED	Reference list and in-text citations adhere to the current FHNW guide and most recent edition of APA	Reference list and in-text citations somewhat adhere to the current FHNW guide and most recent edition of APA	Reference list and in-text citations do not adhere to the current FHNW guide or most recent edition of APA	
<b>Comments</b>				max. points unweighted 16.67	points unweighted 0.00
Remarks Documentation & formal criteria'				max. points weighted 15.00	<b>Points Sub-total 0.00</b>

II. Research (conceptual/theoretical) Framework					Section weighted:	15%
Objectives	Aims / research question(s) are excellently delimited to fit the size of the project; objectives are precise, verifiable and well-formulated	Aims / research question(s) are adequately delimited to the size of the project; objectives are precise and verifiable	Aims / research question(s) are only somewhat delimited to the scope and/or lack precision and verifiability	Aims / research question(s) are not delimited, precise or verifiable		
Identification of field / context	The field / context in which the project is situated is clearly identified and its relevance is thoroughly outlined in a precise manner	The field / context in which the project is situated is sufficiently identified and the relevance of the research is outlined	The field / context is mentioned, but the present project is not contextualized; relevance of the present project is only partially discussed	The field / context is mentioned, but the present project is not contextualized; relevance of the present project is not discussed		
Previous research / relevant literature	A wide range of highly relevant, up-to-date, reliable literature is identified and critically accessed	A sufficient range of relevant, up-to-date, reliable literature is identified and discussed	Somewhat relevant, up-to-date and reliable literature is identified and partially discussed	Relevant, up-to-date, literature and sources are insufficiently identified and discussed		
Theory, models, concepts	Relevant, up-to-date, respected theories, models or concepts are excellently identified and critically assessed	Generally relevant, up-to-date, theories, models or concepts are identified and discussed	Relevant theories, models or concepts are identified, but not thoroughly discussed	Relevant theories, models or concepts are overlooked.		
<b>Comments</b>					max. points unweighted 16.67	points unweighted 0.00
Remarks Research (conceptual/theoretical) Framework'					max. points weighted 15.00	<b>Points Sub-total 0.00</b>

III. Procedure & analysis					Section weighted:	15%
Methodology	The methodology is thorough; the selected method(s) is / are well explained and justified; the rationale for the research approach / method(s) is provided; the selected method(s) is / are well-suited to the objectives and field	Three of the following five criteria are achieved: (1) the methodology is thorough; the selected method(s) is / are (2) explained and (3) justified; (4) the rationale for the research approach / method(s) is provided; (5) the selected method(s) is / are suited to the objectives and field	Two of the following three criteria are achieved: (1) the selected method(s) is / are explained; (2) the rationale for the research approach/method(s) is outlined; (3) the selected method(s) is / are suited to the objectives and field	Fewer than two of the following three criteria are achieved: (1) the selected method(s) is / are explained; (2) the rationale for the research approach / method(s) is outlined; (3) the selected method(s) is / are suited to the objectives and field		
Application of method(s)	The selected methods are skillfully applied to the data / context / case in a systematic and consistent manner	The selected methods are generally applied to the data / context / case in a systematic way	The selected methods are somewhat applied to the data / context / case, but the application could be more systematic	The selected methods are unsystematically or not applied to the data / context / case		
Analysis	All aspects of the research question(s) (if required), sources (and data, if required) are systematically analyzed; the analyses show great understanding	Most aspects of the research question(s) (if required), sources (and data, if required) are analyzed; the analyses show understanding	Most aspects of the research question(s) (if required), sources (and data, if required) are analyzed; understanding is lacking	Aspects of the research question(s) (if required), sources (and data, if required) are overlooked; understanding is lacking or non-existent		
Initiative and communication	The student(s) took initiative and completed the project independently, without overlooking useful and necessary support; communication was excellently tailored to the needs of all stakeholders	The student(s) took some initiative completed the project independently, without overlooking useful and necessary support; communication was generally tailored to the needs of the stakeholders	At times, the student(s) somewhat struggled to complete the project independently, or overlooked some useful and necessary support; communication was inconsistently tailored to the needs of the stakeholders	Throughout the project, the student(s) struggled to work independently, or frequently overlooked useful and necessary support; communication was not tailored to the needs of the stakeholders		
<b>Comments</b>					max. points unweighted 16.67	points unweighted 0.00
Remarks Procedure & analysis'					max. points weighted 15.00	<b>Points Sub-total 0.00</b>

IV. Interpretation & reflection					Section weighted:	15%
Reflection	The significance of the findings (i.e. outcomes of the analysis) is thoroughly discussed in relation to previous research and / or the business context	The significance of the main findings (i.e. outcomes of the analysis) is discussed, some connections to previous research and / or the business context are made	The significance of the main findings (i.e. outcomes of the analysis) is discussed; links to the research or business context are overlooked	The significance of the findings (i.e. outcomes of the analysis) is insufficiently discussed or not discussed; links to the research or business context are not made		
Consideration of context	All specific and relevant dimensions of the (international) business context are made explicit and explained clearly, showing an adept awareness and expertise of the (cultural) context	Most relevant dimensions of the (international) business context are identified and explained, showing some adept awareness of the (cultural) context	Some relevant dimensions of the (international) business context are identified and explained showing slight awareness of the (cultural) context	Relevant dimensions of the (international business) context are missing or not explained showing a lack of awareness of the (cultural) context		
Interpretation of findings	Interpretations are clearly and explicitly informed by previous research and / or the business context	Interpretations are generally informed by previous research and / or the business context	Interpretations are somewhat informed by previous research and / or the business context	Interpretations are not informed by previous research and / or the business context		
Management summary (abstract)	The management summary provides a concise and meaningful outline of the objectives, procedure and results, which is reader friendly and generates interest in the topic	The management summary provides a generally concise and meaningful outline of the objectives, procedure and results	The management summary provides a somewhat meaningful outline of the objectives, procedure and results; some aspects are lacking	The management summary fails to provide a meaningful outline of the objectives, procedure or results		
Comments					max. points unweighted 16.67	points unweighted 0.00
Remarks Interpretation & reflection'					max. points weighted 15.00	<b>Points Sub-total 0.00</b>

V. Achievement of objectives & Critical appraisal					Section weighted:	20%
Answer(s) to research question(s)	All aspects of the research question(s) are thoroughly answered providing insight for stakeholders	Most aspects of the research question(s) are answered	The research question(s) are only partially answered	The research question(s) are not answered or are insufficiently answered		
Critical appraisal of present work	Specific and unavoidable limitations and weaknesses of the research (e.g. method, data) are skillfully identified and explained, showing strong critical thinking skills	Some specific and unavoidable limitations and weaknesses of the research (e.g. method, data) are identified and explained	Multiple limitations and weaknesses of the research (e.g. method, data) are overlooked	Multiple limitations and weaknesses of the research (e.g. method, data) are completely overlooked		
Critical appraisal of future work	Potential approaches or studies for further research in the field / industry are specified, providing further key insight	Potential approaches or studies for further research in the field / industry are identified and provide some relevant insight	Potential approaches or studies for further research in the field / industry are overlooked or insufficiently identified	Potential approaches or studies for research that would further the field / industry are missing or inadequate		
Achievement of objectives	All agreed upon objectives are achieved	Agreed upon objectives are generally achieved	Agreed upon objectives are only partially achieved	Agreed upon objectives are not sufficiently achieved		
Comments					max. points unweighted 16.67	points unweighted 0.00
Remarks Achievement of objectives & Critical appraisal'					max. points weighted 20.00	<b>Points Sub-total 0.00</b>

VI. Solution recommendation (Live Project, Practical Project and Bachelor Thesis only)					Section weighted:	20%
Recommendation (research informed)	The recommendation / solution is innovative/insightful; it is informed by the research (including previous research, the context and the findings)	The recommendation / solution is generally informed by the research (including previous research, the context and the findings)	The recommendation / solution is insufficiently informed by the research	The recommendation / solution is missing or not informed by the research		
Recommendation (contextually informed)	The recommendation / solution is valid for the specific context, logical and insightful	The recommendation / solution is generally valid for the specific context	The recommendation / solution is not entirely valid for the specific context	The recommendation / solution is not valid for the specific context		
Practicability	The results and recommendation can directly be put into practice; restrictions and limitations are critically discussed	The results and recommendation can be put into practice with little modification; restrictions and limitations are discussed	The results and recommendation can only be put into practice after modification; restrictions and limitations are discussed	The results and recommendation can not be put into practice without major modifications; restrictions and limitations are overlooked		
Business Context	Adept awareness of the business context is displayed; potential implications and effects of the context on business decisions are presented clearly	Awareness of the business context is generally displayed; potential implications and effects of the context on business decisions are presented	Little awareness of the business context is displayed; potential implications and effects of the context on business decisions are only partially addressed	Insufficient or no awareness of the business context is displayed; potential implications and effects of the context on business decisions are overlooked		
<b>Comments</b>					max. points unweighted 16.67	points unweighted 0.00
Remarks Solution recommendation (Live Project, Practical Project and Bachelor Thesis only)					max. points weighted 20.00	<b>Points Sub-total 0.00</b>
<b>Written communication</b>					<b>Achieved points Total:</b>	<b>0.00</b>



Grading Rubric Practical Project BIT

oral

Title of assignment0

Location and Date of Presentation:  
[Location], [Date]

Assessment criteria	Exceeds expectations A	Meets expectations B	Partially meets expectations C	Does not meet expectations D	Assessment	Remarks
I. Delivery					Section weighted: 30%	
Presentation & use of voice (verbal communication)	Verbal communication is always • tailored to the target audience • clearly understandable • and motivated • and optimally supports the transport of the contents.	Verbal communication is mostly/with a few exceptions • tailored to the target audience • clearly understandable • and motivated • and supports the transport of the contents well. (3/4 have to be fulfilled)	Verbal communication is only partly • tailored to the target audience • and clearly understandable • and supports the transport of the contents. (2/3 have to be fulfilled)	Verbal communication is not sufficiently • tailored to the target audience • and understandable • and does not support the transport of the contents enough.		
Appearance & style, body language (non-verbal communication)	Appearance and style are always • professional • and adapted to audience and context. Body language expresses an enthusiastic/engaged attitude.	Appearance and style are, with a few exceptions, • professional • and adapted to audience and context. Body language expresses a enthusiastic/engaged attitude most of the time.	Appearance and style are only partly • professional • and adapted to audience and context. Body language occasionally expresses a enthusiastic/engaged attitude.	Appearance and style are not sufficiently • professional • and adapted to audience and context. Body language does not express a enthusiastic/engaged attitude.		
Audience engagement (addressing the audience, eye contact)	The audience is actively involved during the presentation, and enthusiasm about the topic is conveyed.	The audience is involved during the presentation.	There is little audience involvement during the presentation.	The audience is not sufficiently involved during the presentation.		
Visualisation & use of media (storytelling)	The content is tailored to the target audience, and the message is excellently supported by the use of media.	The content is tailored to the target audience, and the message is well supported by the use of media.	Some of the content is tailored to the target audience, and the message is supported by the use of media.	The content is not sufficiently tailored to the target group, and the message is hardly supported by the use of media.		
Comments				max. points unweighted 44.44	points unweighted 0.00	
Remarks Delivery'				max. points weighted 30.00	Points Sub-total 0.00	

AoL  
Evaluation

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II. Content					Section weighted: 70%	
Structure ("red thread")	The structure and layout of the presentation are <ul style="list-style-type: none"><li>• logical,</li><li>• coherent,</li><li>• and clear.</li></ul>	The structure and layout of the presentation are for the most part <ul style="list-style-type: none"><li>• logical,</li><li>• coherent,</li><li>• and clear.</li></ul>	The structure and layout of the presentation are only partly <ul style="list-style-type: none"><li>• logical,</li><li>• coherent,</li><li>• and clear.</li></ul>	The structure and layout of the presentation are not sufficiently <ul style="list-style-type: none"><li>• logical,</li><li>• coherent,</li><li>• and clear.</li></ul>		
Priorization & time management	The weighting of the contents (introduction, main part, conclusion) is optimally managed within the agreed time window.	The weighting of the content (introduction, main part, conclusion) is for the most part managed well within the agreed time window.	The weighting of the content is only partly managed well, or the agreed time window has been undercut/exceeded.	The weighting of the contents (introduction, main part, conclusion) is not balanced enough, and the agreed time window has clearly been undercut/exceeded.		
Presentation of results	The results of the analysis are technically correct, and conscientiously substantiated/supported (evidence-based). They are clearly related to the research question. Key points are clearly highlighted and comprehensible.	The results of the analysis are for the most part technically correct, and conscientiously substantiated/supported (evidence-based). They are mostly clearly related to the research question. Key points are presented and are largely comprehensible.	The results of the analysis are only partly technically correct, and conscientiously substantiated/supported (evidence-based). And/or the reference to the research question could be clearer. Key points are only partially recognizable and comprehensible.	The results of the analysis are not sufficiently technically correct, and conscientiously substantiated/supported (evidence-based). And/or they have too little relation to the research question. Key points are only partially recognizable and comprehensible.		
Conclusion	The key points are summarized in a concise, compelling conclusion (take-home message).	The key points are well summarized in a solid conclusion (take-home message).	Some points are summarized in a conclusion (take-home message), but this could be more convincing.	A conclusion (take-home message) is missing.		
Discussion & Q&A	At the end of the presentation, a discussion is actively initiated (e.g., by the presenter asking the audience further questions). Questions are answered in a targeted and well-founded manner.	A discussion takes place, but without active engagement of the students. Questions are mostly answered in a targeted and well-founded manner.	A discussion takes place, but without active engagement of the students. Questions are only partly answered in a targeted and well-founded manner.	No discussion is initiated or takes place. Questions are answered inadequately.		
Comments					max. points unweighted 55.56	points unweighted 0.00
Remarks Content'					max. points weighted 70.00	Points Sub-total 0.00
Oral communication					Achieved points Total:	0.00

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