

## **Guidelines for assessment of student work**

### **1. Scope of responsibility**

The head of the module is responsible for complying with the regulatory conditions, such as when the work should begin and end, and for assigning one or two correctors. One of these correctors usually a lecturer from the School of Life Sciences and Facility Management (N) at the ZHAW, is the main supervisor during the course of the work. If the assignment is supervised and reviewed by two correctors, it must be assessed separately. The result of the assessment must be entered as keywords on a special form (for the degree programmes in Biomedical Laboratory Diagnostics, Biotechnology and Chemistry). In the degree programmes in Applied Digital Life Sciences, Facility Management, Food Technology, Natural Resource Sciences, Environment and Natural Resources, Life Sciences, Preneurship of Regenerative Food Systems and Real Estate and Facility Management the assessment is recorded directly in Complexis.

### **2. Assessment**

#### **2.1 Content**

- Does the content match the topic and task?
- Were the tests / surveys, etc. carefully planned, conducted and evaluated?
- Are the conclusions reached technically correct and relevant?

#### **2.2 Structure**

- Is the classification and order of the chapters logical and meaningful?  
(see, for example, Guidelines for completing student assignments in the field Life Sciences)

#### **2.3 Presentation**

- Does the presentation of the work make use of the available technology resources?
- Are text, tables, figures illustrations, etc. sensibly located?
- How are tables, figures etc. designed and labelled?

#### **2.4 Language**

- Is the writing style clear and fluent?
- Are grammar and spelling correct?

#### **2.5 References**

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- Is the bibliography correct and complete?
- Has current literature been taken into consideration?

#### **2.6 General impression**

- Does the level of the work correspond to expected level?

- Was the time available efficiently?
- Did the author apply themselves fully and were they committed to the work?

### 3. Grading system

The grades have the following meanings:

6 very good

5 good

4 satisfactory

3 unsatisfactory

2 weak

1 inadequate or work not performed

*Grades:*

Grades are based on the average mark of a student's assessments during the course. Quarter marks are the smallest unit.

Course descriptions govern the weighting of the assessments in a course.

*Module marks:*

Module marks are based on the average of a student's grades in the module and, where applicable, a module assessment. Module grades are rounded to two decimal places.

Module descriptions govern the weighting of course marks in a module.

### 4. Calculation of final grade

The final grade is calculated by dividing the sum of all grades by the number of correctors. The grade is rounded according to the ZHAW's General Academic Regulations. Should the individual assessors' grades differ by more than 0.5, then they must agree on a new grade. In the case of a disagreement, a further expert corrector will be called upon after consultation with the Programme Director.

### 5. Regulation documentation

The German version of the guidelines for assessment of student work can be found here: [Merkblatt für die Beurteilung von studentischen Arbeiten](#)

#### 5.1 Regulation metadata

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## 5.2 Regulation version history

Version	Decided on	Decided by	Validity	Description of change
1.0.0	11.05.2020	Head of Staff	11.05.2020	Adjustment of areas of responsibility and layout; transfer to GPM
2.0.0	11.03.2020	Head of Staff	11.03.2020	Adjustment to the Education Unit (previously Studies division)
3.0.0	16.02.2024	Head of Staff	01.03.2024	Integration of the study programmes ADLS, BMLD, ENR, MSLS, PREFS and REFM; formal and editorial adjustments