

Guidelines for assessment of project work, literature reviews, semester papers and Master Theses

1. Scope of responsibility

The module manager is responsible for complying with the regulatory conditions, such as when the work should begin and end, and for the assignment of two assessors. One of the two assessors, usually a lecturer from the School of Life Sciences and Facility Management (N) of the ZHAW, is the principal supervisor during the course of the work. If the assignment is supervised and reviewed by two assessors, they must assess the finished work separately. The result of the assessment is entered as keywords on a special form (for the degree programmes in Biotechnology, Chemistry, and Food and Beverage Innovation). In the Facility Management and Natural Resource Sciences degree programmes, the assessment is recorded directly in Com-
plexis.

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 technically correct and relevant?

2.2 Structure

- Is the classification and order of the chapters logical and meaningful?
(See instructions for the writing of literature reviews, semester papers and Bachelor's theses)

2.3 Presentation

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

2.4 Language

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

2.5 References

- Are references used and correctly cited in the text?
- Are references correctly and comprehensively listed in the bibliography?
- Is the current literature considered?



2.6 General impression

- Does the level of the work correspond to expected educational standards?
- Was the time available efficiently used?
- Did the author apply themselves and were they committed?

3. Grading system

In accordance with the General Academic Regulations of the ZHAW for Bachelor's and Master's Study Programmes (Rahmenprüfungsordnung), Article 41, grades are awarded based on the following criteria:

Criteria and performance rating

- 6 Very good
- 5 Good
- 4 Meets the minimum requirements
- 3 Weak, incomplete
- 2 Very weak
- 1 Totally inadequate or work not performed

3.1 Course marks:

Course marks are based on the average mark of a student's graded performance records during the course. Quarter marks are the smallest unit.

Course descriptions govern the weighting of the individual performance records in a course.

3.2 Module marks:

Module marks are based on the average of a student's course marks 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 assessors. The grade is rounded according to the General Academic and Examination regulations of the ZHAW. Should the individual assessors' grades differ by more than half a point from each other, then they must agree on a new grade. In the case of a disagreement, a further expert assessor will be called upon, after consultation with the Programme Director.



5. Regulation documentation

5.1 Regulation metadata

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