

Marking Procedure for Final Year Projects 2012/13

Each Final Year Project will be marked by two examiners, the supervisor and a second marker. You will be second marker for as many projects as you supervised. Also, we need to produce a short report for our external examiners on how this mark was arrived at.

Since nobody can tell the difference between M and M+2, we adopt the following.

Restriction on Marks

When awarding a mark, examiners are restricted to integer multiples of five (5) and up to 100 (others will be rounded down to the nearest such number), and should think in terms of grades.

< 40	FAIL
40 & 45	PASS
50 & 55	TWO-TWO
60 & 65	TWO-ONE
70, 75 & 80	FIRST
≥ 85	is only allowable if it is likely to be accept it in a refereed journal!

Procedure for Marking Project X

- 1.1 Each examiner of X has to assign two marks (see above), one for the written report and one for the presentation. In particular, both examiners need to attend the relevant presentations.
- 1.2 The supervisor of X also assigns a mark (see above) to the mid-project report.
2. Each examiner of X will *independently* write a brief explanation (three to six sentences) for the marks they award for X and send everything in a *plain-text* email to the project organiser, making clear which mark is for what.
Note. The supervisor will comment on the project report, the presentation and the mid-project report and award three marks, while the second marker will comment on the project report and the presentation only and award two marks.
3. The project organiser will calculate the final mark for X, using a weighted average of the marks from the two examiners, and produce a report for the external examiners.
4. On the (anticipated rare) occasions on which the two examiners disagree 'too much', the project organiser will nominate a third examiner in order to reconcile the marks before calculating the final mark.

Additional Remarks

We want *two independent opinions/marks* for each project and presentation! The second marker is only supposed to judge the final product, while the supervisor can, to some extent, incorporate additional considerations such as her/his input towards the ideas, methodologies, references etc. that appear in the project, the amount of time spent advising the student, and overall just how much of the project's content and quality she/he (rather than the student) was actually responsible for.

Both examiners are encouraged to enter into their favourite search engine or turnitin a couple of (suspicious) phrases that have no reference.