

Update grading guide and grading sheet of the master thesis

Based upon feedback from users and the Board of Examiners, some minor improvements have been implemented in version 1.1, which was released on 11 October 2021. See blue box on this page.

The MSc thesis grading guide (2013) and the accompanying grading sheet for AES and CIE have been updated, based on input from students, supervisors and educational advisors. The main changes are listed below.

Applicability

The new documents must be used:

- 1) For MSc thesis projects starting in the academic year 2021/2022
- 2) For already running MSc thesis projects with a final presentation in 2022 (or later)

The new documents may be used for already running MSc projects with a final presentation in 2021, but only if both the student and the assessment committee agree.

Changes in the grading sheet

- 1) **Sub-criterion grade range:** Grades for the sub-criteria are integers ranging from 1-10, instead of 5-10.
For **grades <5** for sub-criteria (1-4), assessors choose a grade depending on the severity of the deficiencies, and add a justification on the grading sheet.
- 2) **Sub-criteria grades <5 can be compensated by other sub-criteria grades within a main criterion,** if and only if the following requirement is met (see point 3):
- 3) **All five main criteria grades should be 5.0 or higher** in order to pass the MSc thesis assessment. These five main criteria grades (A-E) are the average of their sub-criteria grades.
- 4) **Precision of the five main criteria grades is 1 decimal** (instead of 2 decimals).
- 5) **A written justification per main criterion grade is required,** such that the justification of the grading is clear to outsiders. The justification should include relevant background information on the process and presentation that influenced the grading. This is important for transparency towards the student, and for quality assurance (e.g. thesis review).

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Functional improvements:

- 6) The mandatory plagiarism check was added to the grading sheet.
- 7) A brief manual for plagiarism check was developed (see [manual for plagiarism check](#))
- 8) Number of mandatory committee members in the form reduced to 2 (see [Rules & Guidelines art. 23.3](#)).
- 9) Maximum number of committee members is increased to six.

Minor improvements:

- 10) Instructions are not included in print or pdf.
- 11) Grades can be selected from drop-down menu.
- 12) If grade cannot be calculated, is shows ‘- -’ instead of ‘####’.

Changes in the grading guide

- 1) **The level of a 5 was rewritten**: it reads now 'almost satisfactory' instead of the previous 'done almost nothing'. This ensures that students who receive a 6 are at pass level, and not 'better than a 5' (i.e. 'done more than almost nothing').
- 2) **The level '<5' was added**. Lecturers choose a grade (1-4) depending on the severity of the deficiencies, and add a justification on the grading sheet.
- 3) **Updated level descriptors**:
 - 1) The level of a 10 is now more realistic and at the level of (virtual) learning objectives.
 - 2) Descriptors are more realistic, match the subcriteria better and are more objective.
- 4) **A few criteria were renamed, combined and reshuffled** for the following reasons:
 - 1) Take into account feedback processing by adding a sub-criterion 'feedback processing'
 - 2) Increase logical division of sub-criteria over main assessment criteria, and logical (chronological) order of sub-criteria (skills before results)
 - 3) Increase consistency between name and descriptions of sub-criteria (especially for C)
 - 4) Reduce overlap between sub-criteria
- 5) **A brief version of the grading guide** was added to increase usability. It includes only levels <5, 5, 6, 8, and 10.
- 6) **A description of all criteria and sub-criteria** was added for clarity.