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**FACULTY OF MEDICINE AND HEALTH SCIENCES**

**INSTRUCTIONS TO EXAMINERS FOR THE ASSESSMENT OF RESEARCH ASSIGNMENTS OF STRUCTURED MASTER’S PROGRAMMES**

**N.B.: Reports of the examiners will be treated as confidential and only technical details will be conveyed to the candidate, unless otherwise reflected on the assessment report.**

1. Each examiner must submit an independent **written** **assessment** of the assignment, drafted in terms of the assessment criteria as specified below. The report should be directed to the **Head of the relevant environment[[1]](#footnote-1)**:

**The assessment should take the following criteria into account in accordance with the relative importance apportioned to each category:**

|  |  |
| --- | --- |
| **CATEGORY** | **RELATIVE IMPORTANCE (%)** |
| Introduction (incl. abstract, background, context, aim, objectives) | 20 |
| Methodology (research design incl. experimental methods for laboratory-based analyses, sampling, data collection, data management, data analysis, ethical considerations) | 30 |
| Results (presentation, clarity, logical description, understanding of output of statistical analysis for quantitative studies and themes supported by appropriate narrative examples for qualitative studies) | 15 |
| Discussion (logical and meaningful interpretation of findings and arguments in light of current knowledge and literature, description of implications of findings, generalisability of findings, strengths and weaknesses of study) | 20 |
| Conclusion (summary of key findings, recommendations for further research, “take home” message from study) | 5 |
| Other (presentation of references, legibility, spelling, grammar & syntax, overall presentation, relevance, originality) | 10 |

2. Each examiner should submit the standard report (on the attached form) which reflects their final assessment.

The report and recommendation of the examiner will be administered by the environment concerned. The final recommendation must be expressed as a percentage mark (0% – 100%).

(The minimum pass mark is 50%. For a distinction, a minimum mark of 75% is required.)

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**FACULTY OF MEDICINE AND HEALTH SCIENCES**

**STANDARD ASSESSMENT FORM OF RESEARCH ASSIGNMENTS OF STRUCTURED MASTER’S PROGRAMMES**

1. **EXAMINER’S INFORMATION**

|  |  |
| --- | --- |
| **TITLE (Prof/Dr/Miss/Mrs/Mr):** |  |
| **INITIALS AND SURNAME:** |  |
| **ADDRESS:** |  |
|  |  |
|  |  |
|  |  |
| **POSTAL CODE:** |  |
| **TEL NUMBER (AND DIALING CODE):** |  |

1. **CANDIDATE’S INFORMATION**

|  |  |
| --- | --- |
| **STUDENT NUMBER:** |  |
| **TITLE (Prof/Dr/Miss/Mrs/Mr):** |  |
| **INITIALS AND SURNAME:** |  |
| **DEGREE** |  |
| **MAIN FIELD OF STUDY** |  |
| **FULL TITLE OF RESEARCH ASSIGNMENT** |  |
|  |  |
|  |  |
|  |  |

1. **EXAMINER’S RECOMMENDATION**

**(Refer to the guidance for mark allocation below and indicate on the most appropriate block, the mark for the assignment)**

| **CHARACTERISTICS OF WORK** | **MARK RANGE** | **STUDENT MARK (%)** |
| --- | --- | --- |
| Pass with distinction. Authoritative coverage of relevant material as well as background literature and/or related issues; outstanding presentation in terms of argument, organisation, originality and style. Demonstrates full understanding of subject matter. **Only minor typographical corrections required.** | ≥ 75% |  |
| There is evidence of originality and insight but there are omissions or areas where revisions would clearly improve the work. The substantive area of work is competently covered, well organised and well argued. Corrections to be made to the satisfaction of the supervisor. | 70% – 74% |  |
| Solid execution, adequate organisation, competent methodology and conclusions adequately drawn. Minimal originality and insight, if any, but an adequate overall performance from conception to conclusion. Should not require major revisions. Corrections to be made to the satisfaction of the supervisor. | 60% – 69% |  |
| Satisfactory review of the literature, adequate clarification of the research aims and objectives, Adequate methodology although much room for improvement. Limitations in the organisation and expression of the study, but the work exhibits the main features sufficiently so as to pass. Major revisions required. Corrections to be made to the satisfaction of the supervisor. | 50% – 59% |  |
| Weak dissertation in all respects but candidate has done enough to suggest that it would pass after major revision and re-examination by same examiner. No mark is initially awarded. The resubmitted thesis if passes will be awarded a mark of 50% | 45% – 49% |  |
| Fail - The dissertation is so poor that the examiner does not believe the candidate has the ability to make the changes required to pass. No possibility of resubmission | < 45% |  |

1. **WRITTEN ASSESSMENT**

**Please provide an independent written assessment of the assignment, drafted in terms of the assessment criteria as specified in the “INSTRUCTIONS TO EXAMINERS FOR THE ASSESSMENT OF RESEARCH ASSIGNMENTS OF STRUCTURED MASTER’S PROGRAMMES”.**

1. **DISCLOSURE TO CANDIDATE**

**PLEASE TICK THE MOST APPROPRIATE BLOCK BELOW:**

I agree to my name being disclosed to the candidate

I object to my name being disclosed to the candidate

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  | **SIGNATURE** |  |  | **DATE** |

1. “Head of environment” refers to the relevant head of the relevant division, department, or centre that a student is registered in for full-time studies in the faculty of medicine and health sciences. [↑](#footnote-ref-1)