

MASTER RESEARCH INTERNSHIP ASSESSMENT FORM

FIRST EVALUATOR

Components of the internship

Every Master student Biology and Medical Biology completes at least one research internship. This research internship (with a minimum of 36 ec) can be divided into three components: practical research, report and oral presentation. The content of all three components will be assessed by the internship supervisor (first evaluator). The second evaluator will evaluate only the theoretical part, i.e. the report. There are also two prerequisites for giving a grade (note: this only applies if the Master student started before October 2018 and/or did not do the portfolio assignment 'Career Orientation'). Both an Application letter assignment and an Masters View assignment need to be completed by the student and available to the first evaluator. The first evaluator assesses these and discusses them with the student but they do not affect the final grade.

Guidelines for evaluation

It is important to assess whether the student has shown an academic attitude in concordance with the final attainment levels of the Master programs Biology and Medical Biology (see attachment 1) in order to appropriately evaluate the internship. In this assessment form, the individual evaluation criteria are coupled to these final attainment levels. Additionally, it is important to achieve a certain amount of uniformity in the evaluation of Master research internships. To guarantee uniformity and quality of the Master research internship, supervisors must use this evaluation form for evaluating a Master research internship. The relative contributions, given in the right-most columns, are indications and may be subjective to the specific requirements of the internship.

Procedure

The document titled "Procedure Master Internships – Research specialisation Biosciences" found on <http://www.radboudnet.nl/studentsscience/> contains all information required to start an internship and to get it assessed in the correct manner. It is important that both student, supervisor and evaluators are aware of the content of both this assessment form and of the procedure document.

To be filled in by the student

Educational Department of Biosciences	
Radboud University Nijmegen	
Assessment form Master research internship	
Student's name:	
Address:	
Master's programme:	
Specialisation:	
Institution of internship:	
Subject:	
Internship period:	
Type of work:	
Supervisors / evaluators (at least two)	
Name:	Affiliation:
1.	
2.	
3.	

To be filled in by the first evaluator

Research (55% of final grade)	1	2	3	4	5	6	7	8	9	10	(Relative) contribution
Acquiring scientific information <i>Final attainment levels D1,2,3</i>											++
General cognitive skills <i>Final attainment levels A1,2,3</i>											+
Scientific knowledge and insight <i>Final attainment levels B1,2,3</i>											++
Scientific research method: adequate problem, hypothesis, research approach and research design <i>Final attainment levels C1,2,3</i>											+++++
Practical realization of the research: implementing and completing research <i>Final attainment levels E1,2</i>											+++
Scientific research method: acquisition and analyses of data and interpretation <i>Final attainment levels C4,5,6</i>											+++++
Creativity and originality											+++
Independent work attitude and claiming guidance											+
Processing input of the supervisor											++
Cooperation / interaction with other team members											+
Research grade:											

To be filled in by the first evaluator

Report (35% of final grade) <i>Final attainment level F1</i>	1	2	3	4	5	6	7	8	9	10	(Relative) contribution
Description of scientific context and hypothesis formation											++++
Method description											++++
Data description and presentation (including statistics)											++++
Discussion and use of literature											++++
Structure (internal consistency)											++
Language and style (correct, consistent, scientific, clear and concise)											++
Report Grade											

To be filled in by the first evaluator

Oral presentation(s) (10% of final grade) <i>Final attainment level F2</i>	1	2	3	4	5	6	7	8	9	10	(Relative) contribution
Content (reasoning, consistency, clarity and depth)											+++++
Structure											+++
Presentation skills (clear, essential, time planning, language)											++
Discussion and answering questions											+++++
Presentation grade:											

Prerequisites for grading*:	
Application Letter present	Yes/No*
Assessment Application Letter**	Unsatisfactory / Pass / Good
Master's View completed and attached to the final report	Yes/No*
Assessment Master's View**	Unsatisfactory / Pass / Good

* These prerequisites only count for students that started the Master before October 2018 and/or participate in the old portfolio assignments (i.e. do not work on the Career Orientation assignment). Please indicate whether or not the statements are true for the assessed student. If either is answered with no a final grade cannot be given. These two assignments need to be assessed but do not contribute to the final internship grade.

** How to assess both the application letter and the Master's View can be found in attachment 2.

Finalization - to be filled in by the first evaluator

Please complete this form only after the assessment of the 2nd evaluator!

Grade summary		
Research:	Report:	Oral presentation:
First evaluator:
Second evaluator: N.A.
		(if applicable)
Final grade:		
$0.55 \times$	$+ 0.35 \times$	$+ 0.10 \times$ =
(research)	(report mean)	(oral presentation mean)
		<input style="width: 50px; height: 30px;" type="text"/>
Discussed with student:	Discussed with student:	
First evaluator:	Student:	
Date:	Date:	
Signature first evaluator:	Signature student:	
.....	

Additional comments (if applicable):

Attachment 1: Final attainment levels of the Master training programmes Biology and Medical biology

A. General cognitive skills

1. The Master is capable of thinking in a manner that is problem-oriented and that provides insight, with a critical approach to scientific insights.
2. The Master is capable of analysing a scientific problem by reducing the problem to verifiable sub-problems, in which he/she distinguishes between the main issues and the side issues in the analysis.
3. The Master is capable of bringing about a synthesis based on the solutions for the sub-problems, of placing this synthesis within a scientific framework and of contributing to the general development of theories in this fashion.

B. Scientific knowledge and insight

1. The Master has acquired a broad basic knowledge of the Natural Sciences, Biology or Medical Biology in particular, and has gained insight into the relationships between the components that make up these fields of science.
2. The Master has a thorough knowledge of and insight into the biology or medical biological specialisation of his/her choice.
3. The Master is capable of mastering newly acquired scientific knowledge, particularly that of a biological or medical biological nature, both inside and outside the specialisation of his/her choice, and to integrate this knowledge within the already acquired knowledge.

C. Scientific research method

1. The Master is capable of formulating new scientific problems and hypotheses.
2. The Master is capable of setting up a scientific experiment with which to test these hypotheses.
3. The Master is capable of selecting the correct approaches to reaching a solution and the appropriate methods of research, taking into account the availability of services and means.
4. The Master is capable of collecting and systematically processing research results.
5. The Master is capable of critically interpreting the research results and can formulate the conclusions that can be derived from these results.
6. The Master is capable of outlining the scientific and social consequences of the research that he/she has (partly) conducted.

D. Acquiring scientific information

1. The Master is capable of formulating which information is needed in order to solve a scientific problem, or more specifically, a (medical) biological problem.
2. The Master is capable of locating relevant sources of information, particularly scientific literature, by making use of the (automated) means that are available for that purpose.
3. The Master is capable of comprehensively reading scientific textbooks, as well as scientific articles regarding the specialisation of his/her choice, in the English language.

E. Practical realisation of the research

1. The Master has the practical skills that are required if one is to conduct experimental, scientific, biological or medical biological research concerning the specialisation of his/her choice and/or is capable of quickly mastering these skills.
2. The Master is capable of independently planning and conducting (medical) biological research, or part of a research study of that kind, which is carried out in the form of a co-operation.

F. Presentation of the research

1. The Master is capable of writing a report regarding the research or theoretical study that was conducted in accordance with the structure of a scientific article.
2. The Master is capable of giving a clear verbal presentation of the research or theoretical study that was conducted, including its discussion, this for a non-specific expert audience.

Attachment 2: Assessment Criteria for the Application letter and Master's View assignments

Criteria

		U	P	G
M.1	Application letter			
a	Includes relevant information such as contact information, relevant C.V. and courses that have been taken			
b	Motivation and ambitions are mutually consistent			
c	Convinces why the student will add value to the project			
M.2	Master's view 1			
a	The situation / case concerns or is derived from the student's performance during the internship			
b	The analysis from three perspectives leads to new insights			
c	The implications for performing if the situation / event would occur refer match at least the master level			

Clarification of the criteria

	unsatisfactory	pass	good
M.1.a	Information is incomplete.	Information consists of contact information, backgrounds and courses that have been taken.	Information is to the point: information about backgrounds and courses form a perfect match with the internship that is applied for.
M.1.b	Motivation and / or ambitions not included.	Motivation and ambitions are given; the match with the aims of the internship is not clear	Motivation and ambitions match the aims of the internship, that is to say the student's motivation and ambitions can come out well during this internship
M.1.c	It is not clear from the letter that the student could add value	The added value is what can be expected of a masters student.	The added value exceeds expectations
M.2.a	The situation / case does not concern a relevant experience for a student at masters level	The situation / case is significant and fits to the level of a masters student and the student shows the ability to critically assess his/her own performance.	The situation / case is significant and exceeds the level of a masters student and the student critically assess his/her own performance, also integrating the feedback from the supervisor and peers..
M.2.b	Less than 3 perspectives are analyzed and /or the perspectives are not analyzed but described or explained	Three perspectives are analyzed; the integration is not complete.	Three perspectives are analyzed and integrated and new insights are derived.
M.2.c	The analysis of perspectives does not contribute to a more professional performance.	The analysis of the perspectives leads to a more professional performance at the level of a masters student.	The analysis of the perspectives indicates a professional performance at the level of a future professional.