Lab Rotation: Assessment Guidelines

* Students hand in a portfolio describing the work they have done, with samples of their work in various Appendices.
* Assessment by the supervisor is done on the basis of this portfolio and the general impression of the supervisor. The second reader only grades the portfolio.
* The portfolio is graded on the basis of various criteria:
* Clarity of the text: is it clear from the description what work has been undertaken?
* Volume of the work: was enough work done to justify the time investment in terms of credit points?
* Informativeness of the Appendices: do the samples presented give sufficient indication of the output?
* Quality of the work: exact assessment criteria depend on the type of work that was done. Papers and presentations that were the result of the student’s own initiatives are assessed with the usual indicators: originality, clarity, application of suitable method, theoretical engagement with the results, care taken in editing. Often, however, such output is the result of joint work in which the student was just a member of the team. The assessment should then be based only on the way the student has carried out the specific tasks assigned to her/him. Was excessive instruction and motivation needed? Did the student show initiative? Did the student stick to deadlines? Was the student a team player? Did the work have to be checked for errors a lot?
* If necessary, the grade thus settled on is adjusted upward or downward by the supervisor on the basis of his/her general impression of how the student conducted the work required of him/her.