

Criteria for Research Reports – First Draft

In this assignment, students are asked to write the first part of their research reports, which includes the introduction, the literature review and the methodology sections. One of the most important criteria in this submission is **plagiarism**. Please keep in mind that we have no tolerance towards plagiarism and those who are identified to have committed this crime should receive **zero** from this assignment.

The first drafts are to be evaluated **out of 10**.

1. Content (4%)

- a. Has the student clearly stated the aims of the study?
- b. Has the student clarified the significance of the study?
- c. Has the student clearly stated the thesis?
- d. Has the student introduced the field?
- e. Has the student introduced any key terms? If so, were they defined both using references and operationally?
- f. Has the student outlined the approach to be used in the analysis?
- g. Has the student included arguments related to relevant theories?
- h. Has the student given a comprehensive summary of the background of the study?
- i. Has the student explained the motivation behind the work (correlations, contributions, gaps)?
- j. Has the student described the structure of the report?
- k. Has the student discussed the limitations of the study?
- l. Has the student adequately summarised the relevant literature?
- m. Has the student stated the contribution to research?

2. Referencing & Style (3%)

- a. Has the student used up-to-date references?
- b. Are all of the references included in the text also listed in the references?
- c. Do citations come from reliable sources?
- d. Has the student used relevant references to support his/her claims?
- e. Were the references properly cited according to the APA style?
- f. Has the student followed APA style academic research paper template when formatting the paper?

3. Language (2%)

- a. Has the student used academic language as described in APA style's publication manual?
- b. Has the student used correct grammatical structures?
- c. Has the student used a variety of vocabulary items relevant to the focus of the study?
- d. Are there issues related to spelling, punctuation and capitalisation?

4. Organisation (1%)

- a. Has the student used sub-sections where appropriate/needed?
- b. Does the report have coherence? Do ideas follow one another?
- c. Is the report cohesive?
- d. Are paragraphs used appropriately?