**Sample 1: EVALUATION FORM FOR THE GRADUATE PROJECT OF SUPERVISOR**

**(Research Project/ Management)**

Semester: Academic Year:

Supervisor:

Student: code:

Name of project:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Content** | **Evaluation** | | | | **Score** |
| **Not good (1)** | **Average (2)** | **Good (3)** | **Excellent (4)** |
| 1 | Report of Project | Description of project report does not follow the formal form and sections in the report were not consistency. | Description of the project report follows the formal form but many errors: unclear headings, unstructured tables, figures, spelling, typing, etc. | Description of the project report follows the formal form but the report still contains some errors. | Description of the project report follows the formal form, clear and logic. | 2/10 |
| 2 | Arrangement of report | Arrangement of the report is Confusion and not sequential. | The report arrangement is difficult to follow, no logic sequence, discrete, no links between the sections | The order of the report is easy to follow. | Description of the report is done by using visual effects to highlight layouts, emphasizing important information. | 2/10 |
| 3 | Description of content | The core content is less information and not clearly defined topic to report | The core content of the report is insufficient information of topic | The content of the report sufficiently provided information but did not emphasize and explain the core issues of the report for following. | The content of the report provides completely and up-to-date information on the topic of report with emphasizing, explaining and simplifying of the core issues that can help listeners to understand and grasp the core issue. | 2/10 |
| 4 | Diligence | Absence of over 50% of visits to supervisor | Absence of over 30 - 50% of visits to supervisor | Absence of over 10-30% of visits to supervisor | Full presence in visits of supervisor | 2/10 |
| 5 | Awareness and learning attitudes | Delaying the project report is against with the supervisor requirement. | Delaying the project report is against with the supervisor requirement | Assiduous, active working but working progress is still to delay against with supervisor requirement. | Assiduous, active working and working progress is wright in time in according with supervisor assignment. | 2/10 |
| **Conclusion: □ Reportable □ Unreported** | | | | | **Total** | **/10** |

*Ho Chi Minh City, Date….. Month….. Year ……..*

**Supervisor**

(Signature)

**Sample 2: EVALUATION FORM FOR GRADUATE PROJECT OF REVIEWER**

**(Research project/ management)**

Semester: Academic year:

Supervisor:

Student: Code:

Name of project:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Content** | **Đánh giá** | | | | **Score** |
| **Not good (1)** | **Avarage (2)** | **Good (3)** | **Excellence (4)** |
| 1 | Report of Project | Description of project report did not follow the formal form and sections in the report were not consistency. | Description of the project report follows the formal form but many errors: unclear headings, unstructured tables, figures, spelling, typing, etc. | Description of the project report follows the formal form but the report still contains some errors. | Description of the project report follows the formal form, clear and logic. | 3/10 |
| 2 | Arrangement of report content | Confusion arrangement, not sequential. | The report arrangement was difficult to follow, no logic sequence, discrete, no links between the sections | The order of the report making easily to follow. | Description of the report by using visual effects to highlight layouts, emphasizing important information. | 3/10 |
| 3 | Description of content | The core content is less information and not clearly defined topic to report | The core content of the report is insufficient information of topic | The content of the report sufficiently provided information but did not emphasize and explain the core issues of the report for following. | The content of the report provided completely and up-to-date information on the topic of report with emphasizing, explaining and simplifying of the core issues that can help listeners to understand and grasp the core issue. | 4/10 |
|  | | | | | **Total** | **/10** |

*Ho Chi Minh City, Date ….. Month ….. Year…….*

**Reviewer**

(Signature)

**Sample 3: EVALUATION FORM FOR GARADUATE PROJECT OF REVIWE COUNCIL**

**(Research project/ management)**

Semester: Academic year:

Supervisor:

Student: Code:

Name of project:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Content** | **Đánh giá** | | | | **Score** |
| **Not good (1)** | **Average (2)** | **Good (3)** | **Excellence(4)** |
| 1 | Attraction of listeners | **Not attracting listeners**,  expression of the presenter: The eyes do not follow the presentation, hands and body are not moving | **Less attracting listeners**  Expression of the presenter: eyes watching a few eyes of the audience, hands and body do not move | **Attract listeners**  Expression of the presenter: the eyes follow some audience eyes, the hands usually move, the body are moving | **Attract all listeners**  Expression of the presenter: eyes watching a lot of audience eyes, hands always emphasize the matter, the presenters move around when presentation. | 1/10 |
|  | Speaking clearly | The presenter voice is too small, not focused on pronunciation. | Presenter voice is unclear, difficult to follow. | Presenter speaks clearly, but too fast, hard to follow | Presenter speaks clearly and slowly, easy to follow. | 1/10 |
| 2 | Report arrangement | The arrangement of the content in the report is messy, not sequential | The arrangement of the content is difficult to follow, no logic sequence, discrete, no links between the sections | The order of presentation makes it easy for the listener to follow | Presentation uses visual effects to highlight layouts, emphasizing important information | 2/10 |
| 4 | Quality of the project | It cannot understand with uncertainty over 50% of data and the content that is suspected to plagiarize from the old project. | It cannot understand with uncertainty from 50% - 30% of data obtained and the content of the project. | Understanding clearly data, plots and having ability to solve problem. | Understanding and accurate application of studied methods and data evaluation. Offering appropriate measures to solve problem. | 2/10 |
| 5 | Ability to argue | Cannot answer all questions | Answer correctly half of the questions. | Answer the all questions with a certain degree of precision. | Answer the correct and complete questions and having ability to develop new questions to solve the problem. | 4/10 |
|  | | | | | **Điểm tổng** | **/10** |

*Ho Chi Minh City , Date….. Month ….. Year…….*

**Council member**

(full name and signature)