ETH zürich

Institut für Umweltingenieurwissenschaften

Chairs of Urban Water Management
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Evaluation Criteria

Depending on the thesis or semester performance, a *report*, the *practical work*, a *final presentation* and/or a *poster* will be graded. This document provides an overview of the evaluation criteria. The weighting of the individual parts is specified in the documentation of the respective semester performance. The weighting of the three theses is as follows:

	Practical Work	Report	Presentation	Poster
Bachelor's Thesis	20 %	60 %	20 %	
Master's Project	20 %	60 %	20 %	
Master's Thesis	10 %	60 %	20 %	10 %

Practical Work

Time management:
- Has the time available been realistically estimated and well allocated?
- Are potential problems identified at an early stage? Are they addressed in a timely manner?

Data management:
- Are the required data files available on a data carrier in an organized manner and are meaningful names assigned to them?
- Are the required (raw) data and scripts well documented?

Working steps:
- Are the working steps performed according to plan?
- Are the working steps done in an orderly, proper and exact way?

Working method:
- Does the candidate work independently?
- Does the candidate cooperate with the supervisors and other people?
- Is a critical reflection applied with regard to the working method – and is the working method adapted accordingly?

Commitment:
- Is the work approached with self-motivation and commitment?
- Are own ideas developed on how to work on the task?

Report

Form   20 %

- Does the actual report (without the appendix, table of contents, etc.) not exceed the specified page number?
- Is the report structured clearly and concisely? Is there a storyline?
- Is the text comprehensible and easy to read?
- Are the quotations and references complete, consistent and correct?
- Does the presentation of the Figures/Tables meet the scientific standard? Are the Figures/Tables comprehensible without the main text?
- Does the appendix contain all data for an in-depth study of the work? Is the report without the appendix easy to understand?

Content   80 %

Abstract:
- Does the report contain a concise and clear summary?
- Is the abstract complete (objective, important results and conclusions)?

Introduction:
- Were the focus areas of the task(s) identified? Were the research questions formulated accordingly?
- Was the theoretical background properly developed and presented? Does the introduction provide a sufficient overview of the problem at hand?

Material and methods:
- Does the material and methods section provide sufficient information for others to reproduce the research?
- Are all background materials and assumptions properly noted and their quality critically assessed?

Results:
- Was the data analyzed using appropriate procedures and with the necessary care?
- Are the most relevant results presented in a systematic manner and do they address the objective / research questions?
- Are the figures and tables relevant and well aggregated?

Discussion:
- Were the results critically evaluated and compared with the corresponding literature?
- Is the discussion comprehensible, justified and relevant to the objective / research questions?
- Does the discussion address adequately the uncertainties of the research?

Conclusions:
- Do the recommendations provide clearly reproducible take home messages that are based on the results and that answer questions raised in the introduction?
- Were unresolved questions identified? Were sensible suggestions made for further work?

Presentation

Content:
- *Information content:* Are necessary assumptions presented? Are the models correctly explained? Are the results interpreted and also drawn into the conclusion? Has the data used been queried? Are there any inquiries as to uncertainties?
- *Fairness to audience:* Is the content of the presentation suited to the audience?

Presentation technique:
- *Structure:* Is the structure understandable and logical? Is the structure consistent with the content? Does the structure help to present the content as plain and as complete as possible?
- *Introduction and conclusion:* Is the audience properly introduced into the task? Is the context of the work obvious? – Is the content of the presentation well summarized at the end? Are the main statements repeated (take home message)?
- *Time frame:* Was the specified time frame adhered to?

Use of media:
- *Handling:* Are the media handled properly? Is the content easy to read for everyone? Is the audience guided through what is shown?
- *Slides:* Is the layout clean and simple so that the audience can focus? Does it support what is being said? Are the slides easy to understand (axis labels, legend, use of color, differences of symbols)?

Expression:
- *Language:* Is the language fluent? Are the sentences simple and short? Is there a pause within the sentence when important statements are made so that the audience can notice them? Are terms clearly defined and placed unitary and correct?
- *Presence/Contact with the audience:* Is the audience spoken to? Is the presence convincing and professional? Was the «platform» used?
- *Mimic/Gesticulation:* Is the body language lively and dynamic? Is the position of the hands controlled?

General impression:
- *Validity:* Are the statements in the presentation clear? Are these well prepared by way of explaining the procedure or by displaying the results? Are the statements well communicated to the audience? Are the contents convincing?
- *Conclusions:* Are the conclusions of the thesis comprehensible and correct? Are constructive suggestions made for a future procedure?
- *Answer to questions:* Are the questions clearly and explicitly answered? Are the statements correct?

Poster

Layout:
- *Overall:* Is the poster well balanced and catchy? Would the poster at an exhibition invite you to take a closer look?
- *Overview:* Does the structure encourage information transfer? Is the sequence of reading clear and intuitive? Do the colours contribute to the conveyance of information?
- *Graphics:* Are the illustrations relevant? Is the data presented in a comprehensible and meaningful way? Is the image resolution high enough?
- *Text:* Is the grammar, spelling and punctuation correct? Is text presented as key words and clear enumerations instead of long sections? Are graphics and text balanced (no overload of text)?

Content:
- *Title:* Is the title a condensed description of the main goal of the poster? Is the supervision and the institution specified?
- *Motivation and research problem:* Is the research problem stated and embedded in the motivation/context?
- *Materials and Methods:* Is the section material and methods clear and concise and does it help to comprehend the results? Is superfluous information avoided?
- *Results and conclusion:* Are the results presented in a systematic and comprehensible way? Are the results relevant (i.e. do they address the research questions)? Is the conclusion based on the results that are actually presented?

General impression:
- *Discussion potential:* Is the content appropriate for the audience and understandable for outside experts? Are surprising results or open points presented that encourage discussion?
- *Storyline:* Is there a straight storyline in a logical order? Does the conclusion conclude the research questions?