

Part IV: Exhibits

I. Sample of rubrics especially for internship, project and thesis writing

Report content evaluation form

Title.....

Name and student ID.

1..... 2..... 3..... 4..... 5..... 6..... 7.....
 8..... 9..... 10..... 11..... 12..... 13..... 14.....

Criteria	Scores					Total in each item
1. Conducting the report on 9 topics	9 topics 5	7 topics 4	5 topics 3	3 topics 2	≤2 topics 1	
2. The accuracy of each topic	All topics 10	7 topics 8	5 topics 6	3 topics 4	≤2 topics 2	
3. Systematic thinking and integration (Topic 6)	High level 10		Moderate level 6		Low level 2	
4. References of data sources	Complete 5		Some 3		Not having references 0	
5. Updated data	High level 5		Moderate level 3		Not having updated data 0	
6. Components of the report (cover, introduction, table of contents, content, references page number)	Complete 5	Having 5 components 4	Having 4 components 3	Having 3 components 2	Having ≤2 components 1	
Total					/40 points

Lecturer.....Date.....

Instruction: Mark ☐ into the box that matches the reality

Topics for evaluation	Score	Criteria					Total
1. Presentation style: 1.1 Concise 1.2 Easy to follow	1	2 items (1)		1 item (0.5)		None (0)	
2. Content 2.1 Complete 2.2 Relevant	1	2 items (1)		1 item (0.5)		None (0)	
3. Media 3.1 Appropriate background 3.2 Consistency of the content and the images in the slides 3.3 Consistency of the presentation with the slides 3.3 Font size	1	4 items (1)	3 items (0.75)	2 items (0.5)	1 item (0.25)	None (0)	
4. Spoken language: correct vocabulary	0.5	2 items (1)		1 item (0.5)		None (0)	
5. Dressing 5.1 T-shirt / skirt 5.2 Shoes 5.3 Hair 5.4 Earrings	0.25	4 items (0.25)				≤4 items (0)	
6. Personality 6.1 General appearance 6.2 Expression	0.25	2 items (0.25)				≤2 items (0)	
7. Duration: 8-10 minutes	1	8-10 mins (1)		6-7 / 11-12 mins (0.5)		Other (0)	
Total/5 points							

Self-evaluation and evaluation of group members**Instructions**

- Students are required to do self-evaluation and evaluate the group members according to the topic by writing the name of the assessor in the first order and write the name of the group members, sorted according to the student identification number.
- The evaluation must be based reality. The scoring criteria of each topic are as follows.

1 point = least	2 points = less	3 points = moderate
4 points = high	5 point = highest	

Report Title.....

Name and the last three numbers of the student ID	Sacrifice and willingly work in the group.	Express useful comments on work.	Understand the assigned work.	Be responsible for the assigned work.	Listen to others' opinions and treat the group members equally.	Total score
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

Name and the last three numbers of the student ID	Sacrifice and willingly work in the group.	Express useful comments on work.	Understand the assigned work.	Be responsible for the assigned work.	Listen to others' opinions and treat the group members equally.	Total score
13.						
14.						