

## **Teaching Committee - Matters arising from Projects**

### ***Form of Project Assessment at Level 5***

The Teaching Committee was asked to consider a suggestion from Prof O'Donnell, PH 450 and PH 550 project coordinator, that the Level 5 PH 550 Project be assessed in the form of a scientific paper rather than a report. The reasoning for this was that students re-hashed a significant amount of their Level 4 report when producing the Level 5 report.

The Teaching Committee agreed to this proposal and Dr Langford would ask Prof Birch to include an element of "paper production" in the class PH551 Research Skills. The Teaching Committee suggested that a sensible template for the paper-based report would be that used for Physics Review Letters. Ideally the report would be no more than 4 pages (journal style) in length; however there would be some flexibility on this length for students who were undertaking review type projects.

### **Penalty for Late Submission of Reports**

This year several students submitted their projects past the submission deadline. It was agreed that there would be late submission penalty.

This would be 20 % for the first day late and then increase by 5 % per day for the next 6 days. After 7 days the report would be marked as 0. As the submissions are made through MyPlace the 7 days are week days and not working days. The intention is that staff would mark any late report as if it had been submitted on time and the resulting mark would be multiplied by the late submission factor. This would not apply to agreed late submissions. This approach would also apply to all forms of coursework. The students would be notified of this approach through the Student Handbook and at 1st Day Meetings.