



Faculty of Engineering

Engineering Doctorate (Code 05001)

Assessment Report for Guided-study Subject Conducted on an Individual Basis

Part I: (To be completed by the subject lecturer supervising the subject)

1.	Academic year: _____	Semester: _____
2.	Subject Code: _____	
3.	Subject Title: _____	
4.	Name of candidate: _____	Candidate no. _____
5.	<p>Assessment weighting :</p> <p><input type="checkbox"/> Mode I: Guided study subjects with accompanying MSc subjects</p> <p style="margin-left: 40px;">MSc subject overall grade: 67 % Additional assignment(s)* overall grade: 33 %</p> <p style="margin-left: 40px;">(*Additional assignments include write-ups and presentations)</p> <p><input type="checkbox"/> Mode II: Guided study subjects without accompanying MSc subjects</p> <p style="margin-left: 40px;">Coursework _____ % Examination _____ %</p> <p style="margin-left: 40px;">Note for Mode II: Coursework normally consists of assignment and presentations. Examination normally includes both written and oral. The weighting assigned for coursework should be less than 50% while the weighting assigned for examination should be more than 50%.</p>	
6.	<p>Assessment results recommended (Please provide grades only):</p> <p><input type="checkbox"/> Mode I: Guided study subjects with accompanying MSc subjects</p> <p style="margin-left: 40px;">Title and code of MSc subject: _____</p> <p style="margin-left: 40px;">MSc subject overall grade: _____</p> <p style="margin-left: 40px;">Additional assignment(s)* overall grade: _____</p> <p style="margin-left: 40px;">Guided study subject overall grade: _____</p> <p style="margin-left: 40px;">(* Additional assignments include write-ups and presentations)</p> <p><input type="checkbox"/> Mode II: Guided study subjects without accompanying MSc subjects</p> <p style="margin-left: 40px;">Coursework Examination Overall</p>	

7. Attachments to be submitted:

Mode I--For guided study subjects with accompanying MSc subjects:

- (i) A meeting schedule showing the date, time, venue, duration and content when the additional presentation(s) are made. The expected overall contact hours between subject supervisors and candidates for Mode I operated on a one-to-one basis are around 10 hours. Please provide the detailed meeting schedule via Appendix III.
- (ii) A copy of write-up(s) and presentation material(s).
- (iii) A short report for viva examination containing the date, time place, name of participants and the performance of the students duly endorsed by all examiners.
(For both Mode I and II, the student is examined at the end of the semester by the subject supervisor and another staff member at Assistant Professor (or equivalent) level or above who is knowledgeable in the topic.)
- (iv) Information as to how “the additional assignment(s) overall grade” is derived in section 6 above.

Mode II-For guided study subjects without accompanying MSc subjects:

- (i) A meeting schedule showing the date, time, venue, duration and content of discussion when supervisors met the candidates during the semester. The expected overall contact hours between subject supervisors and candidates for Mode II operated on a one-to-one basis are around 20 hours. Please provide the detailed meeting schedule via Appendix IV.
- (ii) A copy of the candidates’ assignments and presentation materials.
- (iii) A short report for viva examination containing the date, time place, name of participants and the performance of the candidates duly endorsed by all examiners.
(For both Mode I and II, the student is examined at the end of the semester by the subject supervisor and another staff member at Assistant Professor (or equivalent) level or above who is knowledgeable in the topic.)
- (iv) Information as to how the grade for “examination” is derived in section 6 above.

8. Signature of subject lecturer: _____

Name: _____ Date: _____

Part II: (To be completed by the Department Research Committee Chairman concerned)
(Remark: Departmental Programme Leaders should participate in the DRC's meeting or be consulted of the assessment results when DRCs endorse the assessment report.)

Recommendation of Department Research Committee: Endorsed/Not Endorsed#	
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Signature of DRC Chair	Date

Part III: (To be completed by the Programme Committee Chairman)

Decision of Programme Committee(PC): Approved/Not approved#	
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Signature of PC Chairman	Date

#please delete as appropriate