

POSTER ASSESSMENT MARKS SHEET

The posters should be in place by ...; the technical staff in the Prep Room will tell you where to put each poster. Make sure that on your poster you have the poster letter (see list outside Lab. 1). On the evening of ... each group will also be expected to present a seminar to the rest of the class based on the content of the poster. The seminars will be limited to 15 minutes with a few minutes for questions. Make sure that in organising the seminar everyone in the group makes a contribution. The posters should be removed on ...

IT IS IMPORTANT THAT ALL STUDENTS CONTRIBUTE EQUALLY TO THE POSTER PRODUCTION AND SEMINAR PRESENTATION. ANY STUDENT WHO FEELS THAT ANOTHER STUDENT HAS NOT 'PULLED THEIR WEIGHT' WITHIN THE GROUP SHOULD SEE ME IMMEDIATELY.

The marking of the posters in this module will be partly by peer assessment as follows:

Each student will be given a personalised marking sheet and will be responsible for marking TWO or THREE PAIRS of posters. You must collect these sheets by ... from the Prep Room. You should mark each poster (see below) and come to a decision about which is the best poster of each pair. The marking sheets should be returned to me no later than ... In marking the posters you are asked to judge two aspects, content and presentation. This list and the marking sheets themselves should be read in conjunction with the Notes on the Assessment of Posters handout from the lectures:

Poster Presentation

1. Correct size of poster used
2. Good layout
3. Use of sections/sub-sections; neatness
4. Clear use of graphics
5. Suitable font and font size for reading
6. Colour schemes

Poster Content

1. A concise, informative title; a list of the contributors
2. Navigation around the poster
3. An obvious structure of introduction, middle, end, conclusion
4. Use and referencing of figures and tables
5. Correct citation of references; correctly constructed reference list
6. Verbosity (long, convoluted and unintelligible sentences); language too technical; spelling, grammar and punctuation
7. Suitable content for the intended audience

You must fill in the marking sheet for each pair of posters that you are marking. You are advised to spend no more than 20-25 minutes on each pair of posters. A percentage of the marks for your poster will be allocated on how well you have marked the other posters.

Under each of the headings for each poster you should MAKE COMMENTS on the quality of the poster. Refer to specific examples of good or poor pieces of work.

IF a poster is not in situ for marking when you come to mark it (between ... and ...) then you should note the fact on your mark sheet and automatically make the other poster the best.

Problems should be reported to me immediately.

POSTER CONTENT

1. A concise, informative title; a list of contributors
2. Navigation around the poster
3. An obvious structure of introduction, middle, end, conclusion
4. Use and referencing of figures and tables
5. Correct citation of references; correctly constructed reference list
6. Verbosity; technical language; spelling, grammar and punctuation
7. Suitable content for intended audience

Signed:

Date: