**MBA DISSERTATION MARKING PRO FORMA**

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| **Student Name:** | **Student Number:** |
| **First Marker’s Mark:** | **Second Marker’s Mark:** | **Agreed Final Mark:** |
| **Name and Signature of First Marker:** | **Name and signature of Second Marker:** |

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| **GENERAL COMMENTS ON DISSERTATION OVERALL AND RECONCILIATION OF 1ST and 2ND MARKERS** |

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| **INTRODUCTION, CONTEXT, RESEARCH OBJECTIVES** | **MARKS (10%)** |
| **MARKING CRITERIA*** **Is the research topic or problem clearly stated and shown to be worth investigating?**
* **Has appropriate background information been provided with special terms and concepts defined?**
* **Are the research objectives ( research questions or hypotheses) clear, relevant, coherent and achievable?**
* **Do objectives etc. go beyond mere description ie. Do they involve explanation, comparison, criticism or evaluation?**
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| **COMMENTS** |

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| **LITERATURE REVIEW** | **MARKS (25%)** |
| **MARKING CRITERIA*** **Has a comprehensive range of RELEVANT literature been used to discuss relevant concepts, models and theories?**
* **Are the sources used up to date, and of sufficient academic weight?**
* **Does the dissertation give evidence of a critical attitude towards source material?**
* **Are the key themes and issues surrounding the research questions clearly drawn from the literature?**
* **Have sources been acknowledged and referenced fairly and properly? Is the bibliography at the end of the dissertation complete and in the Harvard style?**
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|  **COMMENTS** |
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| **RESEARCH DESIGN AND METHODOLOGY** | **MARKS (15%)** |
| **MARKING CRITERIA*** **Is there a clear rationale for the research design and methodology?**
* **Are the research methods fully described and the advantages and disadvantages of chosen methods discussed?**
* **Are any constraints or limitations identified?**
* **Are the relevant research instruments (eg. blank questionnaire, interview questions etc) included in the appendices? Are the research instruments well designed with all questions etc. relevant to research objectives?**
* **Are sampling methods described in detail? ie. who the respondents are, how many there are and how they were selected?**
* **Are data analysis methods discussed?**
* **Is there evidence of care and accuracy in the data collection process? Are reliability and validity issues addressed?**
* **Has the methodology been critically evaluated in retrospect?**
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| **COMMENTS** |

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| **RESULTS, ANALYSIS AND EVALUATION OF FINDINGS** | **MARKS (30%)** |
| **MARKING CRITERIA*** **Is all data presented relevant to aims and objectives?**
* **Is the analysis thorough and appropriate to the data collected? eg.**

**FOR QUESTIONNAIRES****Do the appendices contain a data matrix, and details of statistical analysis undertaken? Is statistical analysis correctly performed and interpreted?****FOR INTERVIEWS, FOCUS GROUPS etc****Do the appendices contain data collected and analysed such as interview transcripts? Has qualitative data been systematically analysed?****FOR DOCUMENT, ARCHIVE AND OTHER SECONDARY SOURCES.****Has the validity and reliability of the sources been addressed? Has quantitative or qualitative data been systematically analysed?*** **Are the findings presented clearly and interestingly for the reader, with useful tables and charts embedded in the text and with the appendices being used appropriately for bulky and/or less interesting/essential data?**
* **Have the findings been discussed and evaluated?**
* **Have the finding of the primary research been compared and contrasted with findings, theories, models and concepts derived from the literature review?**
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| **CONCLUSIONS AND RECOMMENDATIONS** | **MARKS (10%)** |
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* **Do the conclusions and recommendations follow on from the findings? Are they well grounded in the evidence and arguments presented?**
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* **Is the title concise and appropriate?**
* **Is the abstract a concise (1 page) summary of the main aims, methodology, findings and conclusions?**
* **Are acknowledgements made as appropriate?**
* **Is the contents page clear, concise and logically numbered? Are appendices, tables and figures numbered and listed in the contents page?**
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* **Is the standard of written English acceptable? Has the dissertation been spelling and grammar checked?**
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