

**The Rule of Assessment of the Scientific-Research Component
of the Master's Educational Program**

1. Aim

1. The main purpose of this appendix is to assist the Master's student in working on the educational program, planning and rationally using time, access to information about resources, assessment methods and criteria.
2. The rule regulates the assessment procedures of the scientific-research component of the master's educational program in accordance with the legislation of Georgia and the regulations in effect at the university.

2. The Scientific-Research Component of the Master's Education Program

1. The scientific-research component presents a necessary component of the educational program of the second level of academic higher education - master's degree. It involves research work aimed at developing the master's student's ability to make independent theoretical and practical discussion and conclusions.
2. The scientific-research component is completed in the form of a master's project/thesis or a creative/performing work or another scientific project/work/activity (hereinafter - the Master thesis).
3. The Master thesis should represent the result of the independent research work of the master's student.
4. The Master thesis, depending on the volume, can be completed in one or two semesters.

3. Master Thesis Defense

1. A person who has entirely completed the educational component provided by the educational program, in the relevant period, presented the Master thesis according to the established procedure, will be allowed to defend the Master thesis.
2. The procedures for submission, public defense and final assessment of the completed Master thesis are established by the "Statute on Master's Degree".
3. The Master thesis is assessed once (with the final assessment) at the public defense.

4. The public defense of the Master thesis is assessed by the examination commission consisting of 5-7 members with a 100-point evaluation system, in accordance with the following criteria:
 - 4.1. Description of the research problem, relevance - assessment up to 5 points;
 - 4.2. Analysis of the literature related to the research topic - assessment up to 4 points;
 - 4.3. Use of research methods - assessment up to 5 points;
 - 4.4. Judging the results of the conducted research - assessment up to 4 points;
 - 4.5. Making a conclusion based on the conducted research - assessment up to 4 points;
 - 4.6. The quality of the design of the paper and the ability to present it - assessment up to 3 points.
5. The scaled assessment score (S) is obtained by the formula $S = 4 \times M$, where M is the total assessment score of all six components (see Annex 1).

Article 4. Assessment Procedure

1. The Master thesis presented by the master's student is assessed immediately after the defense, by each member of the examination commission, by secret ballot, using the assessment bulletin of the established form (appendix 2);
2. The assessment bulletin is a sheet of A4 format (297×210 mm), 80 g/m² density paper, the first page of which includes the text: assessment bulletin, name of the faculty, the title of master's education program, name and surname of master's student, personal number, date, also, this page provides the assessment system and corresponding points; The second page of the assessment bulletin contains the assessment criteria, the possible maximum points for their assessment, and the points received by the master's student. See also scaled score calculation formula.
3. In order to carry out the assessment procedure, at the proposal of the chairperson of the examination commission, the examination commission elects from among its members, through an open vote, the assessment counting commission consisting of 3 members, who is responsible for the confidentiality of the procedure; It is permissible for the same assessment commission to work for all the defenses of one session of the examination commission.
4. The assessment counting commission elects a chairperson from among its members, who is responsible for drawing up relevant documents and other organizational issues.
5. Before the start of the procedure, the secretary of the examination commission informs the members of the examination commission about the said procedure and the procedure for filling out the assessment bulletin.
6. The members of the examination commission must participate in the procedure personally. It is not allowed to transfer the right of assessment to another person.
7. The public defense assessment of the master's student is determined by the arithmetic average of the scaled points received by each member of the examination commission.

8. The assessment counting commission formalizes the results of the procedure with a protocol signed by the chairperson and members of the assessment counting commission. The chairman of the assessment counting commission announces the results of the procedure to the examination commission, and the corresponding protocol is approved by open voting, in case of a positive decision of at least 3/4 of the members of the examination commission present. Protocol and bulletins are kept in the dean's office, in the master's student's personal file.
9. If the protocol of the assessment commission cannot be approved, the assessment procedure must be repeated or postponed to the next working day. The assessment counting committee prepares new ballot papers and the examination committee reorganizes the secret procedure.
10. Five positive and two negative assessments are used to evaluate the Master thesis.
 - a) Positive evaluations are the following:
 - A.A) (A) Excellent - 91 and more points;
 - A. B) (B) very good – 81-90 points;
 - A.C) (C) Good – 71-80 points;
 - A.D) (D) Satisfactory - 61-70 points;
 - A.E) (E) sufficient – 51-60 points;
 - b) Negative evaluations are the following:
 - B.A) (FX) could not pass - 41-50 points. If this assessment is received, the master's student is allowed to submit the revised paper during the next semester.
 - B.B) (F) failed - 40 and less points. In case of receiving this assessment, as well as in case of repeatedly receiving the assessment provided for in subsection "B.A", the master's student loses the right to present the same thesis.
11. Based on the decision of the examination commission, the protocol of the examination commission is drawn up (Appendix 4).

Assessment Criteria of Master thesis

1. Description of the Research Problem, Relevance - Maximum 5 points

5 points	The research problem and relevance are clearly formulated and assessed
4 points	Research problem and relevance are formulated but not analyzed
3 points	The research problem and relevance are not fully established
2 points	The research problem and relevance are unqualifiedly formulated
1 point	The research problem and relevance do not correspond to the content of the paper
0 point	Research problem and relevance are not presented at all

2. Analysis of the Literature Related to the Research Topic - Maximum 4 points

4 points	The literature is correctly selected and its analysis is fully consistent with the research objectives
3 points	The literature is quite correctly selected and its analysis fully corresponds to the objectives of the research
2 points	The literature is selected with drawbacks and its analysis is partially consistent with the research objectives
1 point	The literature is chosen randomly, not relevant to the research objectives
0 point	Literature is not presented at all

3. Use of Research Methods - Maximum 5 points

5 points	Research methods are effectively, purposefully and complexly used
4 points	Separate research methods are used quite effectively and purposefully

3 points	The used research methods cannot always provide specific results at an appropriate level
2 points	The used research methods cannot ensure obtaining specific results at an appropriate level
1 point	Research methods are used unqualifiedly
0 point	Research methods are not used

4. Judging the Research Results - Maximum 4 points

4 points	The judgment of the research results is presented in a qualified manner
3 points	The judgment of the research results is presented in a rather qualified manner
2 points	Judging the research results requires completion
1 point	The judgment of the research results is presented unqualifiedly
0 point	The judgment of the research results is not presented

5. Making a Conclusion Based on Research - Maximum 4 points

4 points	The conclusions made on the basis of the research are clearly formulated.
3 points	The conclusions made on the basis of the research are acceptable, although they include minor drawbacks
2 points	The conclusions made on the basis of the research are presented with drawbacks
1 point	The conclusions of the study are inadequate
0 point	Conclusions are not presented

6. The Ability to Present the Paper and the Quality of its Design - Maximum 3 points

3 points	The discussion is organized and convincing. Information about the topic is presented comprehensively, demonstrating thorough knowledge of the issue. The paper has been completed in compliance with all requirements
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2 points	Discussion is at a good level. Professional terminology is used. The student reflects the content of the topic presented, but lacks persuasiveness. There are some drawbacks in the design of the paper
1 point	Discussion is unconvincing and incomplete, often fragmented, it cannot reflect the content of the presented topic, professional terminology is not used. A large number of errors were made during the design of the paper
0 point	The student was not able to defend the topic, the discussion is not relevant to the issue/the student did not/could not make a presentation. The quality of the paper is very low

The form of the first page of the assessment bulletin

Assessment Bulletin

_____ Faculty

_____ Master's educational program

Master's student:

Name Surname

Personal number

_____ Defense date

Excellent	100	99	98	97	96	95	94	93	92	91	Positive Assessment
Very good	90	89	88	87	86	85	84	83	82	81	
Good	80	79	78	77	76	75	74	73	72	71	
Satisfactory	70	69	68	67	66	65	64	63	62	61	
Sufficient	60	59	58	57	56	55	54	53	52	51	
Could not pass	50	49	48	47	46	45	44	43	42	41	Negative Assessment
Failed	40	39	38	37	36	35	34	33	32	31	
	30	29	28	27	26	25	24	23	22	21	
	20	19	18	17	16	15	14	13	12	11	
	10	9	8	7	6	5	4	3	2	1	

Please circle the scaled score for the assessment. It is calculated by the formula:

$S = 4 \times M$, where M is the total score (see second page).

The form of the second page of the evaluation report

№	Assessment Criteria of Master Thesis	Maximum Point	Received Points				
			1	2	3	4	5
1	Description of the research problem, relevance, practical importance	5	1	2	3	4	5
2	Analysis of the literature related to the research topic	4	1	2	3	4	
3	Application of research methods	5	1	2	3	4	5
4	Judging the results of the conducted research	4	1	2	3	4	
5	Making a conclusion based on the conducted research	4	1	2	3	4	
6	The quality of the design of the work and the ability to present it	3	1	2	3		
-	Total Score	25	1	2	3	4	5
			6	7	8	9	10
			11	12	13	14	15
			16	17	18	19	20
			21	22	23	24	25

Please circle the score according to the assessment criteria.

Georgian Technical University

_____ Faculty

**№ of the Protocol
Of the Examination Commission**

_____ 20.... year

Master's student _____

(Name, surname, personal number)

Master's program _____

Title of Master thesis: _____

_____ The defense was attended by:

Head of commission: _____

(Position, initial, surname)

Secretary of the Commission: _____

(Position, initial, surname)

Members of the Commission: (Position, initial, surname)

1. _____

2. _____

3. _____

4. _____

5. _____

Master's supervisor _____

Reviewer _____

Materials submitted to the examination commission:

1. A copy of the student's study card certified by the Dean of the Faculty _____,
according to which

The master's student _____ completed the educational component provided
by the educational program, in the relevant period, presented the Master thesis and his/her weighted
average score of his/her academic performance is
_____ ;

2. Explanatory card of Master thesis _____ on page ;

3. Conclusion of the supervisor of the master's student _____ on page;

4. Review _____ on page;

The graduate student was given the following questions:

1. _____
2. _____
3. _____
4. _____

Decision of the examination commission:

Master's student _____

Name, surname

defended his/her Master thesis with the grade _____ points (out of a
maximum of 100 points), accumulated 120 credits, and his/her weighted average score equals to _____.

Thus, he/she graduated the complete course _____
_____ of the Master's Program of the Faculty

_____ of the Georgian Technical University.

Name, surname, personal number

To be granted _____

_____ **Master's Academic Degree**

_____ and be given _____ Diploma

Master's or Master's Honors

Head of the examination commission _____

(Signature)

Members of the Commission (Position, initial, surname and signature):

1. _____

2. _____

3. _____

4. _____

5. _____

Position, initials, surname and signature of the person compiling the protocol