



Addis Ababa Science and Technology University

Integrated Science Team Project (ISTP3116)

G UIDELINES

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1. INTRODUCTION

This course is offered to the 3rd year Applied Science students. The subject is designed to ensure that

students will acquire knowledge in conducting research and development by working in a

multidisciplinary team. This includes conducting literature research, preparing a project proposal, selecting appropriate materials, performing preliminary design concepts, and evaluation for the best concept, and finding solution for scientific problems. Team should design the selected concept and

produce a functioning prototype or demonstrable output that can address at least one of the United

Nations Sustainable Development Goals (SDGs), and aligned to at least one of the centers of excellence (COE's) of AASTU.

The main aspects of the project will include idea experimental design, instrumentation, collection and analysis of data, and communicating the project outcome via report,

oral and poster presentation. Students will be divided into groups that consist of four to eight members of various disciplines, namely Food Science, Geology, Industrial Chemistry, and Biotechnology. Please note that in view of the dissimilar number of students registering for this module from each Applied Science program, there are groups that may not have students from all

four natural science disciplines. One supervisor will be assigned to each group, and the projects will

be coordinated by team of department coordinators.

2. OBJECTIVES AND COURSE OUTCOMES

2.1 Objectives

The objectives of the Integrated Science Team Project (ISTP) course are as follows:

- To inculcate teamwork spirit.
- To develop leadership skills as well as technical competency in execution of various tasks, analyzing scientific problems, ability to function in a multidisciplinary working environment and performing experiment, and enhancing software related skills.

- To develop knowledge in integrating components into a comprehensive working system.
- To nurture creativity, innovativeness, and business acumen.
- To provide exposure on project management skills.
- To gain scientific competencies by relating cross-cutting concepts across disciplines.

Note: These are NOT the objectives of the project work students are working on.

2.2 Course Outcomes

At the end of this course, students should be able to:

- Apply scientific knowledge to solve at least one of the United Nations SDGs
- Work in a multi-disciplinary team-based
- Apply proper analytical or design process to develop a working prototype or demonstrable output.
- Demonstrate effective communication, report writing, presentation and entrepreneur skills.
- Apply scientific knowledge to a novel, interdisciplinary research project.

3. SCOPE OF PROJECT

The scope of the integrated science team project encompasses:

- The thematic areas of the 17 SDGs adopted by the United Nations in 2015. Those thematic areas includes no poverty, zero hunger, good health and well-being, quality education, gender equality, clear water and sanitation, affordable and clean energy, decent work and economic growth, industry, innovation and infrastructure, reduced inequalities, cities and communities, responsible consumption and production, climate action, life below water, life on land, peace, justice and strong institutions and partnership for the goals. The thematic areas for the particular semester shall be decided by the university and need to be aligned with the eight center of excellence in AASTU. As required the thematic areas may not be limited to the 17 SDGs.
- The development and generation of conceptual idea that will be based on preliminary scientific data analysis of the selected project ideas where selection of materials, problem analysis etc., shall be based on fundamental scientific evaluation.
- ISTP needs demonstrate a possible concepts and elements from of

Food Science, Geology, Industrial Chemistry, and Biotechnology.

- The development of a working prototype or demonstrable product is mandatory.
- The final project results that incorporate reports, and a prototype or demonstrable product will be evaluated in the form of reports, poster presentation and exhibition.

4. SUMMARY OF PROJECT WORK

4.1. Project Proposal

Prior to the development of the project proposal, the group members shall discuss among themselves and come up with project ideas. Each project idea should focus on innovative project. The initial project submission by each student should include the title of the project, the objectives, with SDG, the problem to be solved, etc submitted using **Form A**. The feasible idea will be selected making use of the project selection criteria. The selection will be concluded through discussion with the group advisor. The group will prepare the project proposal in consultation

project and scope. The project proposal content must be based on the

SECTION 13. The proposal report shall not exceed 10 pages including the appendices. After the advisor's approval, it should be submitted to the proposal.

evaluation. The submission due date shall be based on project time **Appendix 1.**

4.2. Progress Report

A progress report must be submitted to the advisor by the due date specified in the report

will be graded based on the rubrics in **FORM 02**. The report, which shall not exceed 12 pages excluding the appendices, shall comprise: details of the activities that need to be carried out, identification of potential problems, a few conceptual designs that have been considered, assumptions, facts, and/or analytical processes that have been considered, and cost-benefit analysis that have been used in deciding the final outcome.

4.3. Development of Prototype / Demonstrable Product

The responsibility of the project Advisor includes monitoring and evaluation of the progress and development of the project through meetings with the students, logbooks and progress report. The development of the prototype or demonstrable product of the project

must be completed by the date indicated in **Appendix 1**. On completion, the group must make an arrangement with the supervisor/advisor for assessment of the prototype or demonstrable product. The assessment will generally be based on the planning, execution and the quality of the prototype or demonstrable product. Please refer to the format in **Form 05** for the evaluation rubric.

4.4. **Poster Presentation**

A-1 size e-poster presentation of the project should be prepared and submitted within the time schedule indicated in **Appendix 1**. The e-poster will be evaluated by at least two evaluators using the evaluation **FORM 08** in the absence of the group members. The evaluation of the poster will be done as per **FORM 04**. Best e-poster presentations that are selected based on poster presentation and prototype/demonstrable product demonstration will be presented on AASTU- Engineering, Science and Technology Exhibition (AASTU- ESTE).

4.5 **Demonstration of Working Prototype/Demonstrable product**

Demonstration of working prototype/ demonstrable product is mandatory and projects with no prototype / demonstrable product will not be graded. The prototype/ demonstrable product evaluation will be done using **FORM 05**. The best project selection for presentation in AASTU-ESTE is based on the evaluation of the poster presentation and the prototype/ demonstrable product showcase. The selection of the best project will be done by the examiners.

4.6. **AASTU- Engineering, Science and Technology Exhibition**

AASTU- Engineering, Science and Technology Exhibition (AASTU- ESTE) is an annual event organized by the university at the end of the semester. The AASTU-ESTE creates an opportunities for students to demonstrate their innovative project works, mainly through the ISTP, Final Year Project (FYP) and postgraduate research. The AASTU-ESTE will be based selection and invitation. For the ISTP and FYP the selection will be based on the score results obtained from the projects evaluation. Certificate of participation shall be awarded to all participants while awards will be given to the AASTU-ESTE winners. The AASTU-ESTE will be organized and managed by office of Carrier Development Center.

4.7. **Oral Presentation**

In the event of prototype/demonstrable product showcase session, students shall present their project findings according to timeline described in **Appendix 1**. Assessment includes the visual aspects, clarity of presentation, logic, and knowledge of subject matter and the overall functionality of the prototype/ demonstrable product. Each group will be allocated 10 minutes for the presentation, and another 5 minutes for a question and answer session.

The examiners will be the appointed lecturers, other than the group supervisor. The evaluation of the group oral presentation will be done as per **FORM 06A**, and the individual oral presentation assessment evaluation will be done as per **FORM 06B**.

4.8. Final Report

The final report of the project shall be prepared and submitted before or on the due date described in **Appendix 1**. The report preparation shall be made according to SDG alignment. The final report shall not exceed thirty (30) pages excluding appendices, figures and drawings. The assessment of the final report shall be conducted by the group advisors using **FORM 10**. The final report shall include but not limited to the ultimate results and findings of the project as well as the assessments criteria's that shall be based on:

- Critical review of current problems/solutions
- Literature review
- Development of alternatives and options
- Decision making processes
- Final Design or outcomes
- Technical/Scientific aspects/support
- Business and economic considerations
- Application/Viability of the demonstrable product
- Suggestion for area of improvements/Recommendations for future work.

5. COORDINATORS

The college associate dean shall coordinate and manage ISTP at college level. One (1) coordinator will be assigned by each department as department ISTP Coordinator. The responsibilities of the Coordinators includes but not limited to the following:

- Managing and implementing the ISTP course.
- Forming student groups and assigning advisor/s consulting HoD.
- Giving orientation for advisors and students.

- Guiding advisors on the project assessment or any other problems encountered during the project work.
- Organizing ISTP online lecture session for the successful completion of ISTP.
- Posting all required project materials and forms on the online platform and other

dissemination media.

- Developing online assessment forms and gives access to the assigned examiners during the evaluation.
- Assigning examiners and coordinate evaluation and poster exhibition.
- Facilitate expenditure financial clearance.
- Compiling students' results.

6. ADVISOR

The role of advisor includes but not limited:

- Evaluating the project proposal, progress report, fabrication and final report

based on the rubric provided on timely basis.

- Advising students on the preparation of their design projects, including but not limited to the technical, economical and management aspects.
- Monitoring of student's progress against Gantt chart through their weekly progress reports.
- Certifying students' expenditure claims.
- Assigning individual engagement and participation (EP) score to individual student appropriately.
- Where applicable, guiding students or providing support in any specific areas including but not limited to soft skills, language, report writing, business acumen, etc., as and when necessary within the project time frame.

7. ANNOUNCEMENTS

- All announcements regarding ISTP will be made through e-Learning or through proper communication platform. Students MUST regularly visit these sites to keep themselves updated and informed of all important dates and announcements.

8. ATTENDANCE AND MEETINGS

- Students are required to conduct meetings regularly among themselves on project implementation. In addition, all groups are required to arrange weekly meetings with the advisor/s. The attendance of group members will be recorded. Each group must prepare e-portfolio using google site. The group should forward the e-portfolio to

their advisor/s during the weekly meetings. At the end of the weekly meeting, the e- portfolio should be updated after the discussion with the advisor.

- Students engagement and attendance record will be monitored to calculate for Individual engagement and participation (EP) using **FORM 11**.

9. ASSESSMENT

- Students will be evaluated based on their capability in undertaking the project, producing the written report and presenting the results. The main components of evaluation are given in Table 1. In general, the evaluation of the group will be carried out by supervisors/advisors (62.5%), appointed examiners (32.5%), and peer evaluation (5%), with a total of 100 %. The evaluation forms for each component are given in the Appendices.
- The individual score for engagement and participation (EP) (see FORM 11) will be used to differentiate the individual score for each student in a group. Each student will also be evaluated based on prescribed criteria by other members of the team, by means of peer evaluation.

Table 1: Assessment Details

Tentative time	Assessment	Advisor (62.5%),	Examiners (32.5%),	Students (5%)	Assessment form
Week 6	Proposal	√			FORM 01
Week 9	Progress Report	√			FORM 02
Week 10	Fabrication	√			FORM 03
Week 11	Prototype		√		FORM 05
Week 12	Poster		√		FORM 04
Week 12	Oral presentation		√		FORM 06A&B
Week 12	3minutes video		√		FORM 07

Week 12	e-portfolio	√			FORM 08
Week 12	Peer Evaluation			√	FORM 09
Week 12	Final Report	√			FORM 10

10. PROJECT EXPENDITURE

In building the prototype or model, each group may request project fund of up to Birr 10,000 (ten thousands) to purchase approved components or materials that are not available in laboratories at AASTU. The group will purchase the project materials and provide official receipts to their advisor upon completion of the project to get financial clearance from Finance Directorate (**FORM 13**).

11. LABORATORY

Students are allowed to use the laboratory for the purposes of experiments or fabrications of their model or prototype. The Academic Research Assistant (ARA) who are in-charged for the laboratory related to this course are responsible in coordinating the lab operations, which include the Health, Safety and Environment (HSE) aspects, scheduling of equipment, checking and providing consumables. Students are required to notify the ARAs on their intent to use the lab in advance. All lab regulations must be complied. Lab proper attire shall be worn in the lab. Each group must carry out housekeeping and the ARAs will monitor this. Failure to comply with the regulations may result in deduction of marks by the Coordinators.

12. ACADEMIC INTEGRITY

AASTU values academic integrity. Therefore, all students must understand the meaning and consequences of cheating, plagiarism and other academic offence under the Code of Student Conduct and Disciplinary Procedures. Work submitted may be subjected to a plagiarism detection process, which may include the use of systems such as 'Turnitin'. Plagiarism is strictly prohibited and is a serious offence. Any work that is found to have been copied or plagiarized will NOT be assessed and could result disciplinary actions.

13. WRITING FORMAT FOR FINAL REPORT

The writing format of the ISTP final report should follow the AASTU standard as described below. The report consists of many parts arranged in a certain order. It is recommended that the contents be in the following order, although not every report will include all the items listed.

- a) Title

- b) Acknowledgement

- c)Executive Summary / Abstract
-) Table of Contents
- e)Background of Project Work
- f)Identification and Definition of Problem
- g)Objective and Scope
- h)Project Management

- i) Concept design and justification
- j) Literature Review
- k)Procedure / Methodology
- l)Discussion of Results
- m)Conclusion
- n)Recommendation
- o)References
- r) Appendices

13.1 General Writing Format

Students must follow specific guidelines for writing the report as stated below.

a)Language

The report must be written in English Language.

b)Font and Spacing

All text should be 1.5-spaced (Times New Roman regular font-style, size 12) written on one side of each white A4 paper. However, foot note, computer program codes (must be reduced to font size 8), and captions for tables and figures should be single-spaced.

c)Length

The report shall not be more than 30 pages, excluding the appendices. Students are encouraged to be brief and concise in their writing and avoid jargon and passive voice as much as possible.

d)Numbering

All pages must be numbered in proper sequence from introduction to the end of the report including pages on figures, tables, computer programs and appendices. Page numbers appear by themselves and are not to be

enclosed in parenthesis, hyphens or other decorative symbols. Page number must be positioned at the bottom and centered.

e)Margin

The top, bottom and right margins are 25 mm. The left margin must be 40mm.

f) Mathematical Text

Mathematical text must be spaced out, superscript and subscript must be clearly shown as such.

g)Heading

Major headings, such as INTRODUCTION, should be in capitals. Times New Roman and font size 14 should be used. Secondary headings such as Example, the first letter should be capitalized, bold and font size 12 should be used, and tertiary heading should be in Times New Roman.

h)Tables and Figures

Tables and figures less than a page in size should be inserted into the text near the point of reference with a three-line space above and below. Tables should be continuous and not carried over to the succeeding page. Margins' limits are the same as text full-page. All tables and figures should be numbered consecutively. Tables and figures must be within the main text. Table captions should be positioned at the top middle of each table. The captions for figures should be positioned at the bottom middle of each figure.

i) References

The method of writing references must follow the standard format. The university advises students to use the "APA Referencing Style" for written work and oral presentations.

j) Title Page

The title page should be set out in accordance with the Appendix XV and should include the followings:

- name of the group members in FULL complete with the Student ID Number.
- title of the ISTP project

- month and year in which the ISTP final report is submitted

Students must submit one copy of their STP final report to the respective advisor on week 13.

13.2 General Content

This section will elaborate more about the general content needed in each part of the report format.

a) Title

The project title should reflect the focus on core issues of the research work.

b) Acknowledgments

Acknowledgments should include the names of the contributors to the project work including the advisor and members of the group, preferably not more than one page.

c) Summary / Abstract

The summary or abstract briefly covers the content of the work. It should contain the (i) Objectives of the project; i.e., state the core issue, research question or objective of the design work, (ii) Methodology; i.e., briefly describe the methods or techniques used in achieving the objectives, (iii) Results; i.e., describe the results obtained from the methodology employed, and (iv) Conclusions; i.e., interpretation of the results in relation to the theory or hypotheses. Draw conclusions and state the implications.

The summary or abstract is presented so that any other reader, who is attracted by the title of the project, can know a little more without having to read the whole report. Any reference to the literature is not made in the abstract but if such references are necessary, they should be footnoted. Abstract should not be more than one page.

d) Table of Contents

Table of contents lists all headings and sub-headings, tables, figures, appendices, bibliography with the page numbers.

e) Background of Project Work

The background covers the research project, the definition of the problem, the achievement expected from the project, the importance of the project as well as the range and depth of the study.

f) Objective and Scope

The aim of the study includes main/general matter that needs to be

achieved or implemented. Objectives are more detailed and closely related to aim. Scope is the boundary for the project work planned by the students to ensure the feasibility of the project to be carried out within the given time frame.

g) Project Management

Project management should focus on progress monitoring and task allocation with the usage of Gantt chart.

h) Literature Review

Literature review includes the review of written materials on the topic and area chosen. It gives the background of the current studies of the problem area chosen from various written sources of references. This section reviews the previous research analytically, critically and objectively.

i) Theory, Methodology and Procedure

This section shall contain all the relevant theories, hypotheses, facts and data obtained from references and literature reviews. The theories included must be relevant with the objectives and the findings of the project, thus allowing the comparison between the results achieved and the theory to be outstanding. The methodology must be relevant and used in the project

j) Analytical or Experimental Analysis

This section should include data gathering, data analysis, and experimental outcomes analysis.

k) Discussion on Result and Findings

This section presents the finding or outcome of the research work. It is suggested that the results obtained be presented clearly in the form of tables and figures such as graphs, diagrams or others. Possible solutions to problems, and project benefits can be explained here.

l) Conclusions

Conclusion highlights whether the work completed complies with the set objective and the significance of the findings. Recommendation for future work should be stated in this section to ensure the set objective can be achieved and improved or even expanded.

m) References

This section is to record all references used for preparing the proposed project. Use "APA Referencing Style" for written work and oral

presentations.

n) Appendices

Lengthy calculations, figures, raw data, computer programs/source codes, outputs, etc. are to be enclosed as appendices. They should be titled and numbered according to chronological order. Each appendix is preferably named using capital letters and the appendices need to be listed down in the Table of Contents.



Appendix 1: ISTEP3116 Timeline

Addis Ababa Science and Technology University
ISTP3116: Integrated Science Team Project
Semester 2, 2025 Timeline

Timeli ne Week	Activity	Responsible	Date/ Due Date
1	Team formation and Advisor Assignment	Coordinators and HoDs	Friday, February 28, 2025
2	Team and advisor announcement	Coordinators	Tuesday, March 4, 2025
2	Orientation - Introduction to ISTEP	Coordinators, students, advisors	Friday, March 7, 2025
3	Group meet with Advisor	Students, advisors	Friday, March 14, 2025
4	Group meet with Advisor Submit project ideas to advisor [Form A]	Students, advisors	Friday, March 21, 2025
5	Group meet with Advisor Project idea selection [Form B]	Students, advisors	Tuesday, March 25, 2025
5	Group meet with Advisor	Students, advisors	Friday, March 28, 2025
6	Submission of project proposal	Students , advisors	Friday, April 4, 2025
7	Group meet with Advisor Students submit Procurement plan	Students, advisors	Friday, April 11, 2025
8	Advisors Request ISTEP Project Fund for the	advisors	Monday, April 14,

	group		2025
8	Group meet with Advisor	Students, advisors	Friday, April 18, 2025
9	Group meet with Advisor	Students, advisors	Friday, April 25, 2025
10	Submission of progress report	Student to advisors	Friday, May 2, 2025
11	Group meet with Advisor	Students, advisors	Friday, May 9, 2024
12	By Advisor Evaluation of prototype/demonstrable product	Students, advisors	Friday, May 16, 2025
13	Poster evaluation	Students, Evaluators	Friday May 23, 2025
13	Prototype/ demonstrable product showcase	Students, Evaluators	Friday, May 23, 2025
13	Group and individual oral presentation	Students, Evaluators	Friday, May 23, 2025
13	3-minutes video	Students, Evaluators	Friday, May 23, 2025
13	Peer evaluation	Students	May 24, 2025
14	e-portfolio evaluation	Advisors	Tuesday, June 3, 2025
14	Final report submission	Students	June 6-9, 2025
14	Innovation Exhibition Day	Coordinators, Members of Selected Projects	

Group and Advisor Assignment

No.	Group No.	Student Name	Student ID	Student's Department	Student's Telephone No.	Student's E-mail	Group Advisor
1	Group xx						Name:
2							
3							Department:
4							
5							E-mail:
6							
7							Office address:
8							

Project Proposal Evaluation Form

Assessment Weight: 10%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Score
Background of Project	Project with extremely clear and concise background of study	Project with substantially clear and concise background of study	Project with sufficiently clear and concise background of study	Project with unclear and brief background of study	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Problem Statement	Problem statement that is rational and has high impact on SDG	Problem statement that is rational and has substantial impact on SDG	Problem statement that is rational and has sufficient impact on SDG	Irrelevant problem statement that is irrational and has insufficient impact on SDG	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Objective and Scope of Study	Research objectives are significant and mapped to SDG and achievable within the time frame	Research objectives are substantial and mapped to SDG and achievable within the time frame	Research objectives that are sufficient and mapped to SDG and achievable within the time frame	Research objectives that are insufficient and barely mapped to SDG and Unachievable within the time frame	
	(16 to 20)	(13 to < 16)	(8 to < 13)	(< 8)	
Project Planning	Exceptionally clear, very feasible and extremely structured Gantt Chart, Task /work allocation, and project flow showing involvement of all project members	Substantially clear, feasible and well-structured Gantt Chart, Task / work allocation, and project flow showing involvement of all project members	Sufficiently clear, feasible & adequately structured Gantt Chart, Task / work allocation, and project flow showing involvement of all project members	Barely clear, feasible and structured Gantt Chart, Task / work allocation, project flow showing involvement of all project members	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Compliance to requirement	Report exceptionally complies to requirement/format and is consistent	Report complies to requirement/format and is consistent throughout the	Report complies to requirement/format but not consistent	Report barely complies to requirement/format	

	throughout the document	document	throughout the Document		
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
On time submission	In- submission of time n report.	Barely meet the report submission date.	Late submission of report.	Very late submission of the report.	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Total					

Supervisor's Name & signature_____ **Date**_____



Addis Ababa Science and Technology University Form 02
ISTP3116: Integrated Science Team Project

**Progress Report
Evaluation Form**

Assessment Weight: 10%

Group:_____

Project Title:_____

Category	Excellent	Very Good	Good	Unsatisfactory	Score
Background of Project	Project with extremely clear and concise background of study	Project with substantially clear and concise background of study	Project with sufficiently clear and concise background of study	Project with unclear and brief background of study	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Problem Statement	Problem statement that is rational and has high impact on SDG	Problem statement that is rational and has substantial impact on SDG	Problem statement that is rational and has sufficient impact on SDG	Irrelevant problem statement that is irrational and has insufficient impact on SDG	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Objective and Scope of Study	Research objectives are significant and mapped to SDG and achievable within the time frame .	Research objectives are substantial and mapped to SDG and achievable within the time frame	Research objectives that are sufficient and mapped to SDG and achievable within the time frame	Research objectives that are insufficient and barely mapped to SDG Unachievable within the time frame	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Literature Review/Data gathering	Comprehensive preliminary information (Behaviour trend and analysis), and literature review that are appropriate for the project	Sufficient preliminary information (Behaviour trend and analysis), and literature review that are appropriate for the project	Superficial preliminary information (Behaviour trend and analysis), and literature review that are appropriate for the project	Poor preliminary information (Behaviour trend and analysis), and literature review that are appropriate for the project	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	

Methodology	Clearly explain the team's approach to solve the project. The approach is logical and presented sequentially. Assumptions are appropriately stated.	Sufficiently explain the team's approach to solve the project. The approach is logical and presented sequentially. Assumptions are appropriately stated.	Superficially explain the team's approach to solve the project. The approach is logical and presented sequentially. Assumptions are appropriately stated.	Poorly explain the team's approach to solve the project. The approach is logical and presented sequentially. Assumptions are appropriately stated.	
	(16 to 20)	(13 to < 16)	(8 to < 13)	(< 8)	
Project Planning	Exceptionally clear, very feasible and extremely structured Gantt Chart, Task / work allocation, and project flow showing involvement of all project members	Substantially clear, feasible and well-structured Gantt Chart, Task / work allocation, and project flow showing involvement of all project members	Sufficiently clear, feasible and adequately structured Gantt Chart, Task / work allocation, and project flow showing involvement of all project members.	Unclear, unfeasible and unstructured Gantt Chart, Task / work allocation, project flow showing involvement of all project members.	

	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Results and analysis	Outcome of preliminary results are presented in a logical order parallel to the objective. Figures/Drawings are included appropriately to present the results.	Some outcome of preliminary results and Figures/Drawings are included to present the results	Partial outcome of preliminary results and Figures/Drawings are included to present the results	Almost no preliminary results are presented that address the objective/s.	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Conclusion	Exclusive summary of progress and findings are presented	Sufficient summary of progress and findings are presented	Partial summary of progress and findings are presented	Almost no summary of progress and findings are presented.	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
On time submission	In-time submission of report.	Barely meet the report submission date.	Late submission of report.	Very late submission of the report.	
	(8 to 10)	(6.5 to < 8)	(4 to < 6.5)	(< 4)	
Total					

Supervisor's Name & signature_____

Date_____

Fabrication Evaluation Form

Assessment Weight: 10%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Score
Understanding of scientific principles underlying the fabrication/concept/product	All members have clear and accurate understanding	Most members have clear and accurate understanding	Most members have relatively accurate understanding	Most members DID NOT understand	
	(15 to 13)	(<13 to < 11)	(<11 to < 7)	(<7)	
Fabrication/ experiment complies with HSE	Fully compliance with no risk & potential hazard (i.e. explosive, chemical, sharp edges. Etc.)	Average compliance with minimal risk and hazard	Minor compliance with some risk and hazard	None compliance	
	(20-17)	(<17-15)	(<15-10)	(<10)	
Materials Selection	Appropriate materials were carefully selected based on scientific facts.	Materials were selected based on scientific facts.	Materials were partly selected based on scientific facts.	Inappropriate materials were selected.	
	(15 to 13)	(<13 to < 11)	(<11 to < 7)	(<7)	
Fabrication/ experiment process	Great care taken. Fabricated/developed as per the planned idea	Fabricated/developed as per the Planned idea.	Slightly fabricated/developed as per the planned idea.	Not fabricated as per the planned idea.	
	(20-17)	(<17-15)	(<15-10)	(<10)	
Testing and Validation	Clear evidence. Data taken several times in a careful, reliable manner.	Sufficient evidence. Data taken twice in a careful, reliable manner.	Some evidence. Data taken once in a careful, reliable manner.	Data not taken in a reliable manner.	
	(15 to 13)	(<13 to < 11)	(<11 to < 7)	(<7)	
Finishing quality, (structure of prototype, and Aesthetics),	Attractive color and overall look. Excellently rigid structure. Functions/applicable	Attractive color and overall look. Satisfactorily rigid structure. Functions/applicable	Proper color chosen. Marginally stable structure. Functions/applicable	Poor overall look and color. Unstable structure. Major flaws in	

and Functionality/ app licability	extraordinarily well.	well.	pretty well, but with minor defects.	function/applicabil ity	
	(15 to 13)	(<13 to < 11)	(<11 to < 7)	(<7)	
Total					

Supervisor’s Name & signature_____ **Date**_____

Poster Evaluation Form

Assessment Weight: 5%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Mark
Poster Mechanics	- The poster is exceptionally attractive in terms of design, layout, and neatness. - Graphics are easily viewed and are related to the topic, making the material easier to understand. - There are no grammatical mistakes on the poster.	- The poster is acceptably attractive. - Most graphics are easily viewed and relate to the topic. - There is few grammatical mistake on the poster.	- The poster is a bit messy. - Many graphics are not clear or are too small. - There are significant grammatical mistakes.	- The poster is distractingl y messy or very poorly designed. It is not attractive. - Graphics do not relate to the topic. - There are many grammatical mistakes on the poster.	
	(25-21)	(17-20)	(13-16)	(<12)	
Originality of Graphics	The graphics used reflect an exceptional degree of student creativity.	One or two of the graphics used reflect student creativity.	The graphics are made by the student, but are based on the designs of others.	No graphics made by the student are included.	
	(12.5 - 15)	(9 - 12.5)	(7.5 - 9)	(<7.5)	
Technical Details	High level of relevant detail is presented to allow the audience to make judgments about the content. The details to elaborate the presentation are exceptionally clear. .	Sufficient technical detail is included to enable the audience to understand the nature of progress.	The required detailed information is in places. However, the information is too detailed or the required key information is missed.	Significant amounts of technical detail are lacking or inadequate so that the audience cannot appreciate the progress that has been made.	
	(15 to 13)	(<13 to < 11)	(<11 to < 7)	(<7)	
Accuracy of Content / Facts	Accurate and in depth information, sufficient amount of information, proper citing of resources.	Accurate information, sufficient information, some resources not cited.	Some information is inaccurate, sufficient information, some resources are not cited.	Information is inaccurate, most sources are not cited.	
	(12.5 - 15)	(9 - 12.5)	(7.5 - 9)	(<7.5)	
Overall Composition : Figures, text, background, methodology, results and	The required information is presented exceptionally and there is no missing contents to describe the project	The required information is presented properly. There are few missing contents to describe the project	The required information is presented with few disorder in composition. There are missing contents to describe the project	The required information isnot presented with the required standard. There are many missing contents to describe the project..	
	(15 to 13)	(<13 to < 11)	(<11 to < 7)	(<7)	

discussion s					
Business /economic consideratio n	Clear and concise	Satisfactory but lengthy. .	Unclear	No description at all.	
	(15 to 13)	(<13 to < 11)	(<11 to < 7)	(<7)	
Total					

Examiner’s Name & signature_____ **Date**_____



Addis Ababa Science and Technology University Form 05
ISTP3116: Integrated Science Team Project

Prototype/Demonstrable product Evaluation Form Asses. Weight: 15%

Group:_____ Project Title:_____

Category	Excellent	Very Good	Good	Unsatisfactory	Mark
Level of Creativity	High: Excellent new and practical idea that can bring extreme benefits to society	Substantial: New and practical idea that can bring benefits to society	Incremental: Practical idea that can bring benefits to society	Operational: Repeating ideas and existing procedures with little team input into the ideas behind the project	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Completeness	100% complete	85-99% complete	70-85% complete	<70% complete	
	(20 - 17)	(<17 - 14)	(<14 - 10)	(<10)	
Aesthetic and finishing quality /proper follow-up of procedures	Excellent assembly/ procedure. Attractive color and overall look.	Very good assembly/ procedure. Attractive color and overall look.	Good assembly/procedure. Proper color chosen.	Poor assembly/procedure . Poor overall look and color.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Prototype/ proof of concept appropriateness to target user	Perfect for target user	Designed for a well defined target use.	Designed without well- defined target user in mind	not appropriate for the target user	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Materials	Appropriate materials were carefully selected based on scientific facts.	Materials were selected based on scientific facts.	Materials were partly selected based on scientific facts.	Inappropriate materials were selected.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Testing and Validation	Clear evidence. Data taken Several times in a careful, reliable manner.	Sufficient evidence. Data taken a few times in a careful, reliable manner.	Some evidence. Data taken once in a careful, reliable manner.	Data not taken in a reliable manner.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Understanding of scientific	Members have completely clear and accurate understanding	Members understand most	Members have little understanding	Members generally DID NOT understand	

principles underlying the product/PO C	(20 - 17)	(<17 - 14)	(<14 - 10)	(<10)	
Functionality	Functions/applicable extraordinarily well. 100% implementation	Function/ applicable well. 90 - 99 % implementation	Functions/applicable pretty well, but with minor defects 80 - 89% implementation	Major flaws in function < 80% implementation.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Total					

Examiner’s Name & signature_____ **Date**_____



Addis Ababa Science and Technology University Form 06A
ISTP3116: Integrated Science Team Project

Group Oral Presentation Evaluation Form Assessment Weight: 5%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Mark
Introduction (Background, problem statement and objective)	Very clear	Quite clear	Quite vague	Very vague	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Literature/ Design Thinking application	Highly adequate and relevant	Adequate	Marginal	Poor	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Project Planning	Good planning, scheduling and flow. Good task distribution	Average planning, scheduling and flow. Proper task distribution	Below average planning, scheduling and flow. Acceptable task distribution	Poor scheduling, planning and flow. Improper task distribution	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Methodology	Justified idea selection and Adequate scientific analysis	Questionable idea selection and Adequate scientific analysis	No idea selection and Some engineering Analysis	No idea selection and Minimal scientific analysis	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Results & Discussions	Good discussions on results. Business/Economic considerations	Reasonable discussions on results	Inadequate discussions on results	Irrelevant discussions.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Conclusion & Recommendation	Highly convincing	Quite convincing	Quite dubious	Highly dubious	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Clarity of Presentation & timing	Very clear, Logical sequence, Good continuity, Compliance to time limit	Quite clear, Logical sequence. Acceptable continuity Exceed the time limit	Quite vague, Poor sequence Acceptable continuity Exceed the time limit	Very vague, Poor sequence & continuity. Exceed the time limit.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	

Slides creativity & Visual Aids (drawings & illustrations)	High creativity. High quality and adequate visual aids	Average creativity Reasonable quality and adequate visual aids	Marginal Creativity, Reasonable quality but inadequate visual aids	Poor creativity, Low quality and inadequate visual aids	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Total					



Addis Ababa Science and Technology University Form 06B
ISTP3116: Integrated Science Team Project

Assessment Weight: 5%

Individual Oral Presentation Assessment Evaluation Form

Group:_____

Project Title:_____

No	Components	Category	Mark	Student's name or ID							
				1	2	3	4	5	6	7	8
1	Presentation	- Enthusiasm - Attire - Language, Communication (Interactive)									
		10									
2	Knowledge / understanding	- Able to show solid of the project - Ability to to questions									
		10									
	Total										

Examiner's Name & signature_____

Date_____

3 Minute Video Evaluation Form Assessment Weight: 5%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Mark
Content / Organization	The content includes a clear statement of purpose or theme and is creative. The project includes motivating questions and advanced organizers that provide the audience with a sense of the presentation's main idea. Events and messages are presented in a logical order.	Information is presented as a connected theme with accurate, current supporting information that contributes to understanding the project's main idea.	The content does not present a clearly stated theme, is vague, and some of the supporting information does not seem to fit the main idea or appears as a disconnected series of scenes with no unifying main idea.	The content lacks a central theme, clear point of view and logical sequence of information. Much of the supporting information in the video is irrelevant to the overall message.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Understanding of topic	The student clearly understood the topic in- depth and presented his/her information convincingly	The student seemed to understand the main points of the topic and presented those with ease.	The student clearly understood most aspects of the topic and presented his/her information with ease.	The student did not show an adequate understanding of the topic.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Accuracy of Language use	The presenters communicated well using correct vocabulary and grammar.	The presenters made a few mistakes in vocabulary and grammar but there were no patterns of errors.	The presenters made some mistakes in vocabulary and grammar.	It was hard to understand due to incorrect use of vocabulary and grammar.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Storyboard	The storyboard illustrates the video presentation structure with thumbnail sketches of each scene.	The storyboard includes thumbnail sketches of each video scene and includes text for each segment of the presentation.	The thumbnail sketches on the storyboard are not in a logical sequence and do not provide complete descriptions of the video.	There is no evidence of a storyboard.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Total					

Examiner's Name & signature_____

Date_____

e-Portfolio Evaluation Form

Assessment Weight: 5%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Mark
Informational Content	Presented information is well written, concise, accurate and complete. (10-8.5)	Presented information is accurate and complete. ($<8.5-7$)	Presented information is incomplete or inaccurate in places. ($<7-5$)	Presented information is grossly incomplete and/or inaccurate. (<5)	
	Answers to all expected questions can be found on the site including contact information. (10-8.5)	Answers to most expected questions can be found on the site. ($<8.5-7$)	Answers to some expected questions can be found on the site. ($<7-5$)	Answers to few expected questions can be found on the site. (<5)	
Reflective Commentary	All reflections clearly explain how the artifact demonstrates member's growth, competencies, accomplishments, and include goals for continued learning. (30-25)	Most of the reflections explain growth and include goals for continued learning. ($<254-20$)	A few of the reflections explain growth and include goals for continued learning. ($<20-15$)	The reflections do not explain growth or include goals for continued learning. (<15)	
Layout	Pages are attractive and consistent in style throughout the site. Site is well organized and is easily navigated from any page. (5-4.5)	Pages are attractive, but not consistent in style throughout the site. Site is well organized. ($<4.5-3.5$)	Pages are not attractive, but do not distract. ($<3-5-2$)	Pages are unattractive. (<2)	
Navigation and Citation	All images, media or text created by others are cited with accurate, properly formatted citations. (10-8.5)	Most images, media or text created by others are cited with accurate, properly formatted citations.. ($<8.5-7$)	Some of the images, media or text created by others are not cited with accurate, properly formatted citations. ($<7-5$)	No images, media or text created by others are cited with accurate, properly formatted citations. (<5)	
Color and Typography	Color of background, fonts, and links enhance the readability and aesthetic quality, and are used consistently throughout the e-portfolio. All pages have an appropriate title. (10-8.5)	Color of background, fonts, and links generally enhance the read-ability of the text, and are generally used consistently throughout the e-portfolio. Most pages have an appropriate title. ($<8.5-7$)	Color of background, fonts, and links generally enhance the read-ability of the text, and are generally used consistently throughout the e-portfolio. Some pages have an appropriate title. ($<7-5$)	Color of background, fonts, and links decrease the readability of the text, are distracting and used inconsistently throughout the eportfolio. Few if any pages have an appropriate title. (<5)	
Multimedia Elements	All of the photographs, concept maps, spreadsheets, graphics, audio and/or video files effectively enhance understanding of concepts, ideas and relationships, create interest, and are appropriate for the chosen purpose.	Most of the graphic elements and multimedia contribute to understanding concepts, ideas and relationships, enhance the	Some of the graphic elements and multimedia do not contribute to understanding concepts, ideas and relationships.	The graphic elements or multimedia do not contribute to understanding concepts, ideas and relationships. The inappropriate use of multimedia detracts	

		written material and create interest.		from the content.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Total					

Supervisor’s Name & signature_____ **Date**_____

Peer Evaluation Form

Assessment Weight: 5%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Mark
Contributions for the Group	Strongly contributes useful ideas during participation in the group work and discussion. Plays a leader role and puts a lot of effort.	Provides useful ideas and tries hard while participating in the group work and discussion.	Sometimes provides useful ideas when participating in group work and discussion. A satisfactory group member who does what is required.	Seldom provides useful ideas when participating in group work and discussion. May refuse to participate.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Quality of Work Delivered	Accomplishes work with highest quality and delivers on time.	Provides work with reasonable quality and delivers in time.	Provides work that occasionally needs to be checked/redone by other group members to ensure quality.	Provides work that usually needs to be checked/redone by others to ensure quality and rarely submit in time.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Project Time management	Efficiently uses the project time throughout the project work and makes sure that the work is done on time.	Mostly uses time effectively throughout the project though sometimes procrastinated on a particular task. Group does not have to adjust deadlines or work responsibilities because of this person's procrastination.	Tends to procrastinate, but always gets things done by the deadlines. There is no need to readjust the deadlines or work responsibilities because of the member procrastination..	Rarely gets things done by the Deadlines AND group has to adjust deadlines or work responsibilities because of this person's inadequate time management.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Problem Solving Ability	Comprehensive background of study, problem identification and strongly suggest solution to the problem.	Sufficient background of study, problem identification and strongly suggest solution to the problem.	Does not suggest or refine solutions, but is willing to try out solutions suggested by others. video.	Does not try to solve problems or help others solve problems. Let others do the work.	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Attitude about the project work	Strongly demonstrate a positive attitude about the project task(s). Does not publicly criticize the project work of others members.	Mostly demonstrate a positive attitude about the project task(s). Sometimes publicly criticize and reject the work of others.	Usually has a positive attitude about the task(s). Occasionally criticize in public al of the project or the work of other members of the group.	Often has a negative attitude about the task(s) and project work and publicly criticize the project and work of other members of the group.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
The Reliability to	Planned and consistently keeps focused on the	Most of the time focuses on the project task that need to be	Some times pay attention and focuses on the task that needs	Rarely focuses on the task and what needs to be done. Lets others do the	

accomplish the project work	project task given to be done on time. Needs minimum supervision and self- directed	accomplished on time.	to be done on time. Other group members must sometimes nag, prod, and remind to keep this person on- task.	work for him/her.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Total					



Addis Ababa Science and Technology University Form 10
ISTP3116: Integrated Science Team Project

Final Report Evaluation Form

Assessment Weight: 20%

Group: _____

Project Title: _____

Category	Excellent	Very Good	Good	Unsatisfactory	Mark
Executive Summary	Clearly described the problem., provided brief approach, explained what type/s of SDG is mapped and clearly provided a summary of results/conclusions.	Sufficiently described the problem., provided brief approach, explained what type/s of SDG is mapped and clearly provided a summary of results/conclusions.	Superficially described the problem., provided brief approach, explained what type/s of SDG is mapped and provided a summary of results/conclusions.	Barely described the problem., provided brief approach, explained what type/s of SDG is mapped provided a summary of results/ conclusions.	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Background of Project	Project with extremely clear and concise background of study	Project with substantially clear and concise background of study	Project with sufficiently clear and concise background of study	Project with unclear and brief background of study	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Problem Statement	Problem statement that is rational and has high impact on SDG	Problem statement that is rational and has substantial impact on SDG	Problem statement that is rational and has sufficient impact on SDG	Irrelevant problem statement that is irrational and has insufficient impact on SDG	
	(5-4.5)	(<4.5-3.5)	(<3-5-2)	(<2)	
Objective and Scope of Study	Research objectives are significant and mapped to SDG and achievable within the time frame	Research objectives are substantial and mapped to SDG and achievable within the time frame	Research objectives that are sufficient and mapped to SDG and achievable within the time frame	Research objectives that are insufficient and barely mapped to SDG and unachievable within the time frame	
	(10-8.5)	(<8.5-7)	(<7-5)	(<5)	
Literature Review/ Data gathering	Comprehensive preliminary information (Behaviour trend and analysis), literature review, reference to design codes/manuals, and design criteria are appropriate for the project	Sufficient preliminary information (Behaviour trend and analysis), literature review, reference to design codes/manuals, and design criteria are appropriate for the project	Superficial preliminary information (Behaviour trend and analysis), literature review, reference to design codes/manuals, and design criteria are appropriate for the project	Poor preliminary information (Behaviour trend and analysis), literature review, reference to design codes/ manuals, and design criteria are appropriate for the project	

	(10-8)	(<8-6.5)	(<6.5-4)	(<4)	
Design Approach/Methodology	Clearly explain the team's approach to solve the project. The approach is logical and presented sequentially. Assumptions are stated if appropriate.	Sufficiently explain the team's approach to solve the project. The approach is logical and presented sequentially. Assumptions are stated if appropriate.	Superficially explain the team's approach to solve the project. The approach is logical and presented sequentially. Assumptions are stated if appropriate.	Poorly explain the team's approach to solve the project. The approach is not logical and presented sequentially. Assumptions are not stated if appropriate.	
	(20-16)	(<16- 13)	(<13-8)	(< 8)	

Project Planning	Exceptionally clear, very feasible and extremely structured Gantt Chart, Task / work allocation, and project flow showing involvement of all project members	Substantially clear, feasible and well-structured Gantt Chart, Task /work allocation, and project flow showing involvement of all project members	Sufficiently clear, feasible and adequately structured Gantt Chart, Task / work allocation, and project flow showing involvement of all project members	Unclear, unfeasible and unstructured Gantt Chart, Task /work allocation, project flow showing involvement of all project members	
	(10-8)	(<8-6.5)	(<6.5-4)	(<4)	
Results and analysis	Outcome of results are presented in a logical order parallel to the objective. Figures/ Drawings are included appropriately to present the results.	Some outcome of results and Figures/Drawings are included to present the results	Partial outcome of results and Figures/Drawings are included to present the results	Almost no results are presented that address the objective/s.	
	(10-8)	(<8-6.5)	(<6.5-4)	(<4)	
Business and economic analysis	Very Clear & concise business and economic analysis	Satisfactory business and economic analysis	Unclear business and economic analysis	Barely reported business and economic analysis	
	(5-4)	(<4-3.3)	(<6.5-4)	(<4)	
Conclusion & recommendation	Exclusive summary of progress and findings are presented and justification is provided for the selected recommendation, based on results.	Sufficient summary of progress and findings are presented and justification is provided for the selected recommendation, based on results.	Partial summary of progress and findings are presented and justification is provided for the selected recommendation, based on results.	Almost no summary of progress and findings are presented and justification is provided for the selected recommendation, based on results.	
	(5-4)	(<4-3.3)	(<6.5-4)	(<4)	
Compliance to requirement	Report exceptionally complies to requirement/ format. Formatting is consistent throughout the document	Report complies to requirement/format through out the document	Report complies to requirement/format but not consistently throughout the document	Report barely complies to requirement/format	
	(5-4)	(<4-3.3)	(<6.5-4)	(<4)	
Total					

Supervisor's Name & signature_____

Date_____

Engagement and Participation factor (eP-factor) Compilation Form

Group_____ Project title_____

Advisor_____

Student Name	ID	Week 2		Week 3		Week 4		Week 5		Week 6		Week 7		Week 8		Week 9		Week 10		Week 11		Week 12		RE 5 %	MP 5 %	eP Factor
		RE	MP	RE	MP	RE	MP	RE	MP	RE	MP	RE	MP	RE	MP	RE	MP	RE	MP	RE	MP					

Meeting & Participation marking guidelines (MP)	
Criteria	Score
Come on time & active	1
Come on time & less active	0.8-0.99
Late & active	0.8-0.9
Late & less active	0.5-0.8
Did not attend (w/o reason)	0

Reflection on e-portfolio marking guidelines (RE)	
Criteria	Score
Submit & Complete all tasks	1
Submit & Complete most tasks	0.8-0.99
Submit & Complete few tasks	0.5
No submission (w/o reason)	0

Assessment Compilation Form

Group_____ Project title_____

Advisor _____

[illegible]

TOTAL CLAIM:			

	PREPARED BY: (STUDENT)	VERIFIED BY: (SUPERVISOR)	REVIEWED BY: (STP COORDINATOR)	ENDORSED BY: (DEPARTMENT CHAIR)
SIGNATURE				
NAME & STAMP				

FINANCE DEPARTMENT USE		
	PROCESSED BY	APPROVED BY
SIGNATURE		
NAME		

Note : Please attach all receipts, and a copy of identity card and bank statement of the bank account holder together with this form.

**PROJECT IDEA SUBMISSION FORM
INTEGRATED SCIENCE TEAM PROJECT
(ISTP3116)**

Project Title:

Student Name:_____ Student ID:_____ Group

Proposer's e-mail address: _____ H/P No:_____

Department: _____

Advisor/s: _____

Collaborator(s) (if any) : _____

Project concept and SDG mapping:

Objectives:

Short summary of the project (not more than 200 words)

Materials, Tools, equipment/instruments required:

PROJECT PROPOSAL SCORE SHEET
INTEGRATED SCIENCE TEAM PROJECT
(ISTP3116)

Group No.		Name	ID
Advisor		1.	
Title		2.	
		3.	
		4.	
		5.	
		6.	

No.	Component	Guidelines for marking	Marks allocated	Marks
1	Introduction	- Background analysis - Objective statement - Problem definition - Design approach / methodology	25	
2	Project planning	- Gantt Chart - Task / work allocation - Project flow showing involvement of all project members	25	
3	Data gathering and analysis	- Preliminary information (Behaviour trend and analysis) - Documentation: references / survey / site visit	25	
4	Economical / business consideration	- Operational cost considerations - Alternatives in materials	25	
		Total	100	