

Grading Guidance for Level 4 (Certificate of HE), i.e., Year 1 -- Narrative version (based on the University grading guidance)

Weight%	Descriptor	Inadequate	Poor	Acceptable	Competent	Good	Excellent	Outstanding
Weight%	Descriptor	0-24%	25-39%	40-49%	50-59%	60-69%	70-79%	80-100%
	Knowledge	Very little knowledge of subject and its underlying concepts	Some knowledge of subject and its underlying concepts	Acceptable knowledge of subject and its underlying concepts	Competent knowledge of subject and its underlying concepts	Good knowledge of subject and its underlying concepts	Comprehensive knowledge of subject and its underlying concepts	Exceptional knowledge of subject and its underlying concepts
	Understanding	Inadequate ability to evaluate and/or interpret different approaches/ problem solving	Some ability to evaluate and/or interpret different approaches/ problem solving	Acceptable ability to evaluate and/or interpret different approaches/ problem solving; heavy reliance upon description as a substitute for analysis	Competent ability to evaluate and/or interpret data and different approaches/ problem solving	Good at evaluating and/or interpreting data and different approaches/ problem solving	High degree of competence in evaluating and/or interpreting data and different approaches/ problem solving	Very high degree of competence in evaluating and/or interpreting data and different approaches/ problem solving
	Communication	Inadequate ability to communicate accurately, reliably, and structure arguments	Some ability to communicate accurately, reliably, and structure arguments	Acceptable ability to communicate accurately, reliably, and structure arguments	Competent ability to communicate and structure arguments, knowledge of subject and its underlying concepts; reliance upon description as a substitute for analysis	Good at communicating accurately, reliably and in structuring arguments	High degree of competence in communicating accurately, reliably, and structuring arguments	Very high degree of competence in communicating accurately and reliably, contextualising knowledge and structuring arguments
	Presentation	Presentation is very poor and in an inappropriate format	Presentation sometimes follows APA rules; is awkwardly structured, sometimes coherent; wording/grammar is inadequate in places. <i>Extras for slide/posters</i> -- awkward or inconsistent layout; unoriginal or copied design; excessive detail OR essential details omitted. <i>Extras for speech</i> -- delivery is inaudible or unintelligible; remote or indifferent; excessively fast OR slow.	Presentation often follows APA rules; is adequately structured, often coherent; wording/grammar is inadequate in places. <i>Extras for slide/posters</i> -- some loose ends in layout; somewhat pedestrian design; far too detailed OR important details omitted. <i>Extras for speech</i> -- delivery is monotonous or halting; somewhat awkward and shy; clearly rushed OR dragging.	Presentation mostly follows APA rules; is adequately structured, often coherent; wording/grammar is generally correct with occasional slips. <i>Extras for slide/posters</i> -- a few loose ends in layout; ordinary but solid design; somewhat too detailed OR sketchy. <i>Extras for speech</i> -- delivery is often smooth; somewhat uncommunicative and reserved; noticeably speedy OR slow.	Presentation mostly follows APA rules; is clearly structured, mostly coherent; wording/grammar is generally correct with occasional slips. <i>Extras for slide/posters</i> -- clear and consistent layout; ordinary but solid design; a little less OR more detail needed. <i>Extras for speech</i> -- delivery is mostly smooth; generally communicative and direct; slightly speedy OR a little leisurely.	Presentation fully follows APA rules; is clearly structured, mostly coherent, correct/competent in wording/grammar. <i>Extras for slide/posters</i> -- clear and consistent layout; thoughtful and clever design; appropriate level of detail. <i>Extras for speech</i> -- delivery is smooth; communicative and direct; at a proper pace.	Presentation fully follows APA rules; is elegantly structured, perfectly coherent, pithy/precise in wording/grammar. <i>Extras for slide/posters</i> -- polished and aesthetic layout; ingenious and inventive design; optimal level of details. <i>Extras for speech</i> -- delivery is urbane and eloquent; engaging and charismatic; poised and on time.
	Citation and referencing	Citation and referencing is very poor or absent.	Citation and referencing shows some consistency and accuracy but many deficiencies are apparent.	Citation and referencing often follow APA rules with many errors.	Citation and referencing generally follow APA rules with several errors.	Citation and referencing mostly follow APA rules with a few errors.	Citation and referencing mostly follow APA rules with occasional slips.	Citation and referencing fully follow APA rules with no error detected.
	Technical and practical competence	Little competence in using software, equipment, or instruments.	Poor competence in using software, equipment, or instruments.	Acceptable competence in using software, equipment, or instruments.	Sound competence in using software, equipment, or instruments	Good competence in using software, equipment, or instruments.	High degree of competence in using software, equipment, or instruments.	Very high degree of competence in using software, equipment, or instruments.

Grading Guidance for Level 4 (Certificate of HE), i.e., Year 1 -- Simplified version

Weight%	Descriptor	Inadequate	Poor	Acceptable	Competent	Good	Excellent	Outstanding
Weight%	Descriptor	0-24%	25-39%	40-49%	50-59%	60-69%	70-79%	80-100%
	Knowledge of subject and its underlying concepts	Very little	Some	Acceptable	Competent	Good	Comprehensive	Exceptional
	Ability to evaluate and/or interpret different approaches/ problem solving	Inadequate	Some	Acceptable; heavy reliance upon description as a substitute for analysis	Competent	Good	High degree	Very high degree
	Ability to communicate accurately, reliably, and structure arguments	Inadequate	Some	Acceptable	Competent; reliance upon description as a substitute for analysis	Good	High degree of competence	Very high degree of competence; contextualising
	Presentation -- <ul style="list-style-type: none"> ○ APA rules ○ structure ○ coherence and logic ○ wording/grammar <i>Extras for slide/posters --</i> <ul style="list-style-type: none"> ○ layout ○ design ○ level of detail <i>Extras for speech --</i> <ul style="list-style-type: none"> ○ verbal delivery ○ rapport with audience ○ pace 	Very poor and in an inappropriate format	sometimes follow; awkward; sometimes coherent; inadequate in places awkward/inconsistent; unoriginal or copied; excessive OR essentials omitted inaudible/unintelligible; remote/indifferent; excessively fast OR slow	often follow; adequate; often coherent; inadequate in places some loose ends; pedestrian; far too detailed OR important details omitted. monotonous/ halting; awkward/shy; rushed OR dragging	mostly follow; adequate; often coherent; occasional slips a few loose ends; ordinary but solid; too detailed OR sketchy. often smooth; uncommunicative/reserved; speedy OR slow.	mostly follow; clear; mostly coherent; occasional slips clear/consistent; ordinary but solid; a little less OR more detail needed mostly smooth; communicative/direct; a bit speedy/leisurely	fully follow; clear; mostly coherent; correct/competent clear/consistent layout; thoughtful/clever; appropriate smooth; communicative/direct; proper pace	fully follow; elegant; perfectly coherent; pithy/precise polished/aesthetic; ingenious/inventive; optimal. urbane/eloquent; engaging/charismatic; poised/on time.
	Citation and referencing -- APA rules	Very poor or absent	Some consistency and accuracy but many deficiencies are apparent	Often follow; with many errors	Generally follow; with several errors	Mostly follow; with a few errors	Mostly follow; with occasional slips	Fully follow; no error detected
	Technical and practical competence in using software or equipment/instruments	Little	Poor	Acceptable	Sound	Good	High degree	Very high degree