

Criteria for the Evaluation of Term Papers

Author: _____

Date of Submission: _____

Title: _____

Seminar: _____

Formal Criteria					
	Yes		No		
The length of the paper meets the requirements (Bachelor 10-12, Master 15-20 pages).					
The layout is according to our standards (cf. style sheet).					
The title page contains all required information according to the sample attached to the style sheet.					
There is a complete and formally correct table of contents.					
There is a list of abbreviations and illustrations.					
The Works Cites Page is complete and formally correct.					
The declaration of academic honesty is attached and signed.					
—¹	++	+	00	0	
Academic Standards					
The student conducted extensive and independent research of secondary material (beyond the seminar's reading list).					
Paraphrases and the student's own opinion are recognisable. (Who said what?)					
Quotations and paraphrases are formally correct.					
Structure					
The paper contains an introduction, which <ul style="list-style-type: none"> • specifies the research interest • comments on the topic's academic relevance • outlines the paper's methodological approach 					
The research question is related to the seminar and is problem-oriented.					
The term paper is structured according to the research question.					
The argumentation is stringent and plausible.					
The paper contains a conclusion, which summarises and discusses its findings and theses.					
Content/ Topic					

¹ (++) very good, (+) good, (00) improvable, (0) acceptable, (-) insufficient

Theory and theoretical concepts are described and applied correctly and benefit the research interest.					
The paper deals with the topic academically (analytical, sensitive to problems, engaged, creative, competent, pragmatic).					
The author formulates independent theses and arguments, from which he/she draws his/her own conclusions.					
Style					
The paper is written in German or English.					
The style is appropriate for an academic research paper. There are no traces of oral delivery, e.g. colloquial language.					
Language (Please note that more than five mistakes per page will affect your overall grade negatively.)					
Language is idiomatic.					
There are no (or little) linguistic deficits.					
There are no spelling and typing mistakes.					
There are no grammatical errors.					

Comments:

Signature

Grade: