The Stages of a 30 EC IDE MSc Graduation Project

**Chair**

- Agree on, and sign Project Brief (by chair).

**Mentor**

- Agree on roles, responsibilities, process, and expectations.

**Student**

- Student prepares and executes the project.

**Supervisory team composed?**
- Is there agreement on the Project Brief? Are all legal issues with possible third parties (contract, IP, confidentiality) settled?

**Start of the GP, meeting with the full supervisory team. Last opportunity to get the Project Brief signed by the chair.**

**Formal assessment, in which student is given a Continue, Adjust or Discontinue, based on the progress made so far (Midterm form).**

**Decide on Green Light. When awarded, forward accomplishment master courses message to departmental secretariat.**

**Public presentation of the project by the student, final assessment and project evaluation.**

**Prepare project by composing a supervisory team, and searching for, or creating a graduation assignment.**

**Write a Project Brief using the template.**

**Discuss and agree on the Project Brief with the different stakeholders. Hand-in the signed Project Brief at the departmental secretariat.**

**Plan Kick-off meeting.**

**Prior to meeting:**
- Prepare project by composing a supervisory team, and searching for, or creating a graduation assignment.
- Write a Project Brief using the template.
- Discuss and agree on the Project Brief with the different stakeholders. Hand-in the signed Project Brief at the departmental secretariat.
- Plan Kick-off meeting.

**At meeting:**
- Discuss feedback given by the mentor and chair.
- Adapt to the outcomes of the meeting (Continue, Adjust or Discontinue)
- Submit signed Midterm evaluation form to Brightspace.
1. The student is able to effectively collect, analyse, generate and evaluate knowledge required for the project.

   **Collect and analyse**
   - Does not identify relevant questions/relevant state of the art knowledge
     - Identifies relevant questions/relevant state of the art knowledge required for the project
       - and effectively collects and analyses knowledge required for the project
     - and verifies the quality of the knowledge and its relevancy for the project
   - Effectively generates and evaluates knowledge beyond the domain of the graduation project
     - and the field of industrial design engineering
   - Collects and analyses knowledge beyond the domian of the graduation project
     - and the field of industrial design engineering
   - Collects and analyses knowledge beyond the domain of the graduation project
     - and the field of industrial design engineering
   - Collects and analyses knowledge beyond the domain of the graduation project
     - and the field of industrial design engineering

   **Generate and evaluate**
   - Does not identify relevant questions/relevant state of the art knowledge
     - Identifies relevant questions/relevant state of the art knowledge required for the project
       - and effectively collects and analyses knowledge required for the project
     - and verifies the quality of the knowledge and its relevancy for the project
   - Effectively generates and evaluates knowledge beyond the domain of the graduation project
     - and the field of industrial design engineering
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     - and the field of industrial design engineering
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     - and the field of industrial design engineering

2. The student is able to justify his/her choices with respect to used methods and/or approaches used in the project.

   **Use of methods and tools**
   - Does not use methods and tools relevant to the project
     - Applies methods and tools that don't fit (or are not relevant) to the project; doesn't justify their use
     - and (continuously) adapts methods or re-aligns tools to cater to the changing context of the project while justifying his choices
   - Uses methods and tools relevant to the project
     - and develops a new way for this type of project results to become feasible
     - and develops a new way for realizing project results that could disrupt the field
   - Effectively generates and evaluates methods and tools while justifying his choices
     - and develops a new way for realizing project results that could disrupt the field
   - Develops new tools or methods for the project
     - and (continuously) adapts methods or re-aligns tools to cater to the changing context of the project while justifying his choices
   - Develops new tools or methods for the project
     - and (continuously) adapts methods or re-aligns tools to cater to the changing context of the project while justifying his choices

3. The student can deliver a relevant project result.

   **Project result**
   - Is unaware of / does not identify issues that determine feasibility
     - Identifies the conditions for the project results to be feasible
       - and demonstrates that the project results are feasible
     - and creates new value / meaning for the domain of the project as a whole and for society in general
   - Identifies the conditions for the project results to be desirable
     - Identifies the conditions for the project results to be desirable
       - and demonstrates that the project results are desirable for stakeholders involved
     - and creates new value / meaning for the domain of the project as a whole and for society in general
   - Identifies the conditions for the project results to be viable
     - Identifies the conditions for the project results to be viable
       - and (continuously) communicates to other stakeholders allowing them to connect
     - and creates a buzz beyond the scope of the project, in the domain of the project and/or in the field of industrial design in general

4. The student is able to effectively and thoughtfully communicate to and discuss with stakeholders involved in the project.

   **Communications**
   - Does not communicate content that lacks structure and for references and uses poor language
     - Conveys relevant content that lacks structure and for references and uses poor language
       - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - Effectively communicates to the supervisory team in a way that doesn't allow for connection
     - Effectively communicates to the supervisory team in a way that doesn't allow for connection
       - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection

5. The student is able to manage a design/research project independently within the given time.

   **Project management and planning**
   - Does not oversee the project and execution in an arbitrary manner
     - Plans activities but executes them in an incomplete, inefficient and/or ineffective manner
       - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - Plans and structures activities and executes them accordingly
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - Reviews priorities while executing activities in order to create room for iterations
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - and is able to deal with and solve uncertainties and unforeseen circumstances effectively and efficiently
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - and takes unexpected and creative initiatives that have a positive effect beyond the scope of the project involved
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - and is proactive in managing the project and stakeholders involved
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection

   **Responsibility feedback**
   - Displays no or defensive responses to feedback
     - Displays insufficient feedback responses or takes no visible action
       - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - Displays sufficient feedback responses and takes adequate action
     - Displays sufficient feedback responses and takes adequate action
       - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
   - Argues (not) to respond to feedback of the supervisory team, while retaining the intrinsic quality of the project
     - Argues (not) to respond to feedback of the supervisory team, while retaining the intrinsic quality of the project
       - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection
     - and (continuously) communicates to the supervisory team in a way that doesn't allow for connection

   **Time spent**
   - Green Light granted at 1st to 2nd "Green Light Meeting" (Graduation takes for one or two weeks longer), graduating grade can be maximum 85.
     - Green Light granted at First "Green Light Meeting" (= around day 100)
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     - Green Light granted at First "Green Light Meeting" (= around day 100)
     - Green Light not granted at 1st or 2nd "Green Light Meeting" (Graduation takes for one or two weeks longer), graduating grade can be maximum 85.
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