|  |  |
| --- | --- |
| **MIBAL TFM SUPERVISOR REPORT****(In case you need extra space, please use a second sheet)** | I have checked **plagiarism** in this document: % of plagiarism: |
| **STUDENT’S NAME** |  |
| **TFM TITLE:** |  |
| **#** | **Supervisor comments (If you need extra space, please use a separate sheet)** |
|   | **Quality of autonomous work** |   |   |   |   |
| 1 | The report is deep and thoroughly analyzes the topic selected |  |  |  |  |
| 2 | The report is well organized and has clear objectives described in the introduction. These objectives are achieved in the report. |   |   |   |   |
| 3 | The report summarizes all the relevant information needed to understand the topic. No relevant information is missing. Important information is in the report itself (not in an appendix). |  |  |  |  |
| 4 | Novelty. The report is more than an excellent summary of the information available. It creates knowledge, analyzes the existing information in a way that provides novel and relevant insights of practical use in a business context or applies previous knowledge in a specific business context. |   |   |   |   |
|  |  |   |   |   |   |
|   | **Research Skills** |  |  |  |  |
| 5 | Conclusions incorporate recommendations and/or implications.  |   |   |   |   |
| 6 | The work describes the reasons used to suggest the recommendations/implications, but does not go beyond evidence or speculate (unless clearly labeled as opinion) |   |   |   |   |
| 7 | Critical argumentation, using two-sided arguments. |   |   |   |   |
| 8 | Provides enough detail on data and methods to allow for replication. |   |   |   |   |
| 9 | Well-referenced, both in the text and the reference list. Consistently uses APA style. |   |   |   |   |
| 10 | Provides examples, stories, and pictures when needed. All the pictures and figures are meaningful and make sense.  |   |   |   |   |
|  |  |  |  |  |  |
|   | **Style** |  |  |  |  |
| 11 | Uses a single theme to tie the report together. Altogether, the work tells an interesting story that is easy to follow. |   |   |   |   |
| 12 | Provides roadmaps such as a Table of Contents and informative sub-headings. |   |   |   |   |
| 13 | Uses tables (or charts) with data to increase reader comprehension if needed.  |   |   |   |   |
| 14 | The paragraphs and sections follow a coherent, logical order. The author has a good command of written English. Uses specific words with concrete meaning and avoids hedging. |   |   |   |   |
| 15 | Well written, it uses prose in the report but simple writing. Simple common words; short sentences; one idea per paragraph; no unnecessary words; avoiding jargon (unless defined). |   |   |   |   |
|  |   |
|  **Other comments (e.g. personal attitude and effort)** |
| **Date and Supervisor’ Name and Signature:** |