**UG COURSEWORK COVERSHEET**

**STUDENT NUMBER:**

**MODULE CODE:**

**COURSEWORK NUMBER/TITLE:**

**WORD COUNT:**

By submitting this work, you:

1. declare that you have read, fully understand and have complied with QMUL’s regulations on academic work, particularly those on assessment offences, including plagiarism;
2. declare that you understand that your work will be screened by the anti-plagiarism software, Turnitin.

Please use your 9 digit student number only: do NOT use your name anywhere on your coursework. Ensure that you fill in all the details above.

Please note that coursework submitted more than 7 days after the deadline, without an approved extension, will not be assessed and will automatically receive a mark of zero (0FL) to denote late submission.

It is your responsibility to make sure that the assignment has been uploaded and has been uploaded successfully. Make sure that you have uploaded the right file. You will receive an email confirming receipt of your essay. The email will be sent to your QMUL account (please check your junk mail folder if the email does not arrive to your inbox). You can also check that the assignment has been uploaded successfully in Turnitin where you uploaded it. There you will also be able to check that it is the right file. This is another good reason for submitting well ahead of the deadline.

If you have any problems uploading your work, please contact the Office.

[ ]  Please check this box if you decline for your work to be used as an exemplar for future students. Your work will remain anonymous and will be used for guidance only.

**Pre-submission self-assessment check-list**

I have:

[ ]  Activated the spell-checker in my word-processor toward the target language and acted upon all the elements underlined as faulty, ensuring all sentences make sense and are intelligible to a native-speaker of that language.

[ ]  Looked up in a dictionary all the key-words used in my assignment, ensuring that they are not false-friends and that their use is semantically correct.

[ ]  Included references to academic secondary sources in the shape of in-text citations/footnotes/endnotes, all listed alphabetically and coherently in my bibliography.

[ ]  Indicated the word-count.

[ ]  Formatted my assignment appropriately (font size, line spacing, etc.)

**ASSESSED COURSEWORK FEEDBACK SHEET**

**FOR ESSAYS AND COMMENTARIES**

**STUDENT NUMBER:**

**MODULE CODE:**

**COURSEWORK NUMBER/TITLE:**

**MARKER:**

**To be read in conjunction with comments/annotations on the coursework itself**

The grid does not carry numerical significance, and, as such, does not convert to a particular grade. It indicates strengths and weaknesses, awareness of which should help you in subsequent assignments.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Excellent****1st** | **Good****2.1** | **Satisfactory 2****2.2** | **Weak****3rd** | **Poor****Fail** |
| **Follows assignment brief** |  |  |  |  |  |
| **Knowledge/understanding** |  |  |  |  |  |
| **Argument/analysis** |  |  |  |  |  |
| **Structure and organisation** |  |  |  |  |  |
| **Written expression** |  |  |  |  |  |
| **Evidence of research** |  |  |  |  |  |
| **Referencing** |  |  |  |  |  |
| **Presentation** |  |  |  |  |  |

**A/ What was well done**

**B/ What could be better**

**C/ General suggestions for improvement**

**Class average for this assignment:**

**Provisional Grade:**

**If the recorded mark below is <50%, we recommend you make an appointment to see your Tutor.**