This form is used to record the progress of a research student at the end of the second year of research and to provide the student with feedback on their report. The report should be written in the form of a manuscript for publication and should be completed and submitted according to the Postgraduate Research School guidelines.

Part 1 should be completed by the student at the time of submission of their second year report.

Part 2 should be used by academic staff to provide feedback to the student.

### Part 1 - Student Details

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student ID Number:</td>
<td></td>
</tr>
<tr>
<td>Supervisors: Lead: Other:</td>
<td></td>
</tr>
<tr>
<td>School:</td>
<td></td>
</tr>
<tr>
<td>Date of initial registration:</td>
<td></td>
</tr>
<tr>
<td>Degree (full-time or part-time):</td>
<td></td>
</tr>
<tr>
<td>Title of report:</td>
<td></td>
</tr>
<tr>
<td>Date of submission of second year report:</td>
<td></td>
</tr>
</tbody>
</table>

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**For Postgraduate Research School Use**

Date Material Received:  

Date Passed to Assessors:  
Part 2 – Assessment of Report

Is the title of the report appropriate? YES / NO

Is the abstract informative and does it cover the contents of the report adequately? YES / NO

Are the aims of the research clearly stated? YES / NO

Is the relevance and importance of the research clear? YES / NO

Is the report appropriately structured and are all figures, tables, etc, necessary and properly constructed and presented? YES / NO

Is the length of the report appropriate? YES / NO

Does the student display a satisfactory level of competence in English? YES / NO

Does the student display a satisfactory level of competence in academic writing? YES / NO

Please give detailed general comments on the report, highlighting suggestions for improvements and, where appropriate, elaborating on the answers to the above questions:


Does the report raise any issues for concern regarding the progress of the student? YES / NO

If yes, please give details (include any recommendations for action arising from the concerns):


Signatures:

Examiner: Date:

Advisor: Date:

For Postgraduate Research School Use

Follow up required? YES / NO

If Yes: ________________________________

Date Passed to PGR Coordinator: ________________________________