

Essay Evaluation Guidelines

Learning Outcomes: The essay is negative if any central learning outcome is not fulfilled:

- ✓ An appropriate **research question** has been selected.
- ✓ The **citation techniques** have been correctly applied (short references & list of literature).
- ✓ Selection of **literature**:
 - Scientific/academic sources, such as papers from academic journals, are the primary source.
 - A minimum of 8 sources, thereof 6 academic journal papers were used.
 - The quality assessment of sources has been documented (peer reviewed from renowned academic journals).
- ✓ **Golden thread:** The essay is coherent in terms of content and arguments and adheres to the structure presented in class.
- ✓ **Language:** The essay is sound in terms of spelling, grammar and wording.

Outline and structure

- ✓ The essay is well-structured and focused.

Abstract contains

- ✓ Research question, relevance, reference to method, at least one key finding & its discussion

Introduction contains

- ✓ Research question, relevance, reference to method, information about the structure of the essay

Method

- ✓ explicitly names the method of a Systematic Literature Review and makes reference to literature on the method of the Systematic Literature Review.
- ✓ describes the procedure of the literature search, databases and search terms used as well as of the selection process of the sources.

Literature discussion

- ✓ contains an overview of the current state of research with a focus on the research question
- ✓ has an elaborate paragraph structure
- ✓ not only lists study results but relates them to one another and makes use of reasoning styles.

Conclusion contains

- ✓ the summary of findings, prospects, further need for research and limitations, if applicable

Content

- ✓ The essay displays content-related consistency, i.e. it consistently focuses on the research question.
- ✓ The paper is complete in terms of content. No essential information is missing. Omissions are reasoned.
- ✓ The relevant terminologies and concepts are well-defined.
- ✓ Arguments are reasonable and based on facts.
- ✓ The summary of findings provides an answer to the research question.

Guidelines of academic work

- ✓ The selected literature is appropriate.
- ✓ The most essential sources (key papers and authors) related to the research question have been identified and included.
- ✓ Personal opinion can be distinguished from literature-based arguments.
- ✓ Direct and indirect citation techniques are correctly applied.
- ✓ Quotes were selected thoughtfully.
- ✓ The list of sources is complete. Chicago-Style citation was applied.
- ✓ The list of literature and the list of sources is complete and correct.
- ✓ The layout is in line with the FHWN standards.

Wording and language

- ✓ The essay is free of spelling and grammar mistakes.
- ✓ Wording and linguistic style meet the standards of an academic work
- ✓ Appropriate punctuation
- ✓ Academic register is applied throughout, i.e. no casual/colloquial wording.
- ✓ Use of the first person (I and we) was avoided, except where appropriate.
- ✓ Questions were formulated indirectly, i.e. no "?" or "!".
- ✓ No exaggerations were used (enormous, tremendous, etc.)
- ✓ No author commentary was used (obviously, naturally, famously, etc.), unless clearly marked as opinion.
- ✓ Gender-neutral language was used, i.e. "they/their"