**Progress Evaluation MSc thesis at BMO**

Introduction

This document is for both students and supervisors. The purpose is to make clear how BMO supervisors will perform the progress evaluation of the MSc Thesis. The procedure and requirements should be clear to both students and supervisors.

Procedure

The progress evaluation (PE) is an evaluation of the progress a student is making in working on her/his MSc thesis. The PE will take place when the student has completed his/her research proposal and no later than two months after the starting date of the thesis.[[1]](#footnote-1)

In the PE meeting, all aspects of the thesis project at that point are discussed: the proposal, the extent and type of supervision, the performance of the student. For evaluating the performance of the student, please use in the table below (this table is based on the MSc thesis assessment form and the MSc thesis assessment rubric; both can be found in the [BMO website](https://www.wur.nl/en/Research-Results/Chair-groups/Social-Sciences/Business-Management-Organisation/Education/MSc-Thesis.htm)).

The principle of two-way feedback applies to the progress evaluation: if the student has experienced any shortcomings in the supervision, then this is a good moment to discuss them and make agreements on potential improvements.

In case of severe problems regarding the expected performance (as indicated in the rubric) the supervisor and the thesis examiner may decide to terminate the thesis project.

The supervisor makes a short PE report (using the table below). This report also has to be approved by the examiner. The supervisor shares the PE report with the student. The supervisor will upload the PE report in OSIRIS (under Optional Documents), and will confirm in OSIRIS that the student can continue with the thesis (or not).

If progress has not been achieved as planned due to reasons beyond student’s control (e.g. illness, problems in supervision), the schedule for the rest of the project may need to be adjusted.

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| **Progress Evaluation MSc thesis** | |
| Date |  |
| Student Name |  |
| Student Number |  |
| Supervisor |  |
| Examiner |  |
| **Performance** | **Comments supervisors** |
| 1 Independence, initiative and creativity |  |
| 2 Commitment, perseverance and adaptivity |  |
| 3 Receiving and providing feedback |  |
| 4 Development of knowledge and skills |  |
| 5 Time management |  |
| 6 Performance on research tasks |  |
| **Proposal** |  |
| 1 Context, goals and delineation of the research project |  |
| 2 Literature review and theoretical underpinning of the project |  |
| 3 Description and choice of methods |  |
| 4 Writing skills |  |

1. The default is to have the proposal ready in 2 months. There may be special situations where this is not possible. A special situation has to be explained in the MSc thesis learning agreement. [↑](#footnote-ref-1)