

Criteria for Component B Reporting	Poor (1-3)	insufficient (4-5)	sufficient (6-7)	Good (8)	Excellent (9-10)
B1 Completeness, Structure and Coherence (Flow)	Report is substantially incomplete with major elements missing or irrelevant. No clear organizational structure or logical flow. Elements appear disconnected with no clear transitions. The report, therefore, is very difficult to read.	Report is missing some relevant elements or elements lack substantial content. Poor organization with unclear or illogical structure. Weak connections between elements with abrupt transitions, which is disrupting the flow. The report, therefore, is largely difficult to read.	Report includes all relevant elements but some may lack detail. Adequate organization with basic logical structure and sufficient flow i.e. most elements connect logically but transitions could be smoother. The report, therefore, is relatively easy to read.	Report includes all relevant elements with good coverage of most details. Good logical organization with clear structure and mostly smooth transitions. Elements generally build on each other logically, which is creating a good flow. The report, therefore, is a pleasure to read.	Report includes all relevant elements with thorough coverage. Exceptional structure and logical flow throughout the report with seamless transitions between elements. Each element builds logically on previous content. Perfect balance between elements with appropriate depth for each component. The report, therefore, is outstanding in terms of reader-friendliness.
B2 Language and referencing style	The reports lacks conciseness and has many redundancies. The student shows poor command of professional English that seriously impedes comprehension. Numerous errors throughout that make text very difficult to read.	The report lacks conciseness in most elements and has numerous redundancies. The student shows limited command of professional English with unclear expression of ideas. Frequent grammar, spelling, or punctuation errors that impede understanding. Inappropriate or inconsistent use of terminology. The report, therefore, is largely difficult to read.	The report is concise with some redundancies. The student shows adequate command of professional English with generally clear expression of ideas but with some limitations in vocabulary or sentence structure. Grammar, spelling, or punctuation errors might be present but don't significantly impede comprehension. Words and terms are used in the right sense. The report, therefore, is relatively easy to read.	The report is concise with mostly no redundancies. Strong command of professional English with clear expression of ideas. Word and terms are used in the right sense with good vocabulary range and sentence variety. Minor grammar, spelling, or punctuation errors that don't impede understanding. Word and terms are precisely used in the right sense. The report, therefore, is a pleasure to read.	The report is concise with no redundancies. Exceptional command of professional English with sophisticated vocabulary and varied sentence structures. Writing is clear, precise, and engaging while maintaining professional tone throughout. Perfect grammar, spelling, and punctuation. Excellent use of discipline-specific terminology. The report, therefore, is outstanding in terms of reader-friendliness
	Poor and/or imbalanced use of referencing (or no referencing). Poor adherence to valid referencing style (direct and indirect citations, tables and figures) for the course with too many inconsistencies or errors. Missing or severely inadequate reference list.	Insufficient and/or imbalanced use of referencing. Insufficient adherence to valid referencing style (direct and indirect citations, tables and figures) for the course with many inconsistencies or errors. Incomplete reference list and / or containing multiple referencing mistakes.	Sufficient and balanced use of referencing. Generally follows valid referencing style (direct and indirect citations, tables and figures) for the course but with some inconsistencies. Reference list contains only few negligible mistakes.	Good and balanced use of referencing. Good adherence to valid referencing style (direct and indirect citations, tables and figures) for the course with generally correct citations containing very few mistakes. The reference list is complete and correct.	Exemplary and balanced use of referencing. Flawless adherence to valid referencing style (direct and indirect citations, tables and figures) for the course with consistent in-text citations and complete and correct reference list.
B3 Visual elements (tables and figures) and Layout	Visual elements are missing or used randomly without clear purpose. Visuals, if present, are poorly formatted and fail to aid understanding.	Some visual elements are included but inconsistently formatted, partly not readable or weakly connected to the text. Visuals ineffectively illustrate key points. Some of the visuals might not be relevant.	Visual elements are present and generally sufficiently formatted. They are mostly relevant. Visual elements support the text, though integration could be improved through stronger connections made in text.	The report includes well-designed and relevant visual elements. Visuals effectively illustrate key points with relevant connections made in the text.	The report shows exemplary use of highly relevant visuals. The visuals are seamlessly integrated within the text.
	The layout is poor. Page-numbering and formation of chapters and paragraphs is inconsistent throughout the report, making it very difficult to read.	The lay-out is unprofessional. Page-numbering and formation of chapters and paragraphs is largely inconsistent throughout the report. Thus, the report is largely difficult to read.	The report has a professional lay-out with few negligible mistakes in numbering and formation of chapters and paragraphs, making it relatively easy to read.	The layout is professional and with very few mistakes in numbering and formation of chapters and paragraphs, making it a pleasure to read.	Very professional and flawless lay-out, making it outstanding in terms of reader-friendliness.