

Reviewer's Name:	Group No.:				
Project Title:	Batch:				
Checklist for Review of Introduction and Referencing Section					
Title / Background:					
Title is complete (What, Who, Where & When)	1	2	3	4	5
General background about the topic including definitions was given	1	2	3	4	5
Information given regarding what is known about the topic globally	1	2	3	4	5
Information given regarding what is known about the topic locally	1	2	3	4	5
Significance / Rationale for the study mentioned	1	2	3	4	5
Aim / purpose of the study stated at the end of the introduction	1	2	3	4	5
Main problem / research question stated	1	2	3	4	5
References:					
Total # references cited in the Introduction section: _____	1	2	3	4	5
	# last 5 yrs		# last 5 to 10 yrs		# older 10 yrs
Recency of references:					
Overall adequacy of references (numbers, relevancy, etc.)	1	2	3	4	5
Numbered consecutively (Vancouver) or author, year stated (APA)	1	2	3	4	5
References listed at the end are in a uniform style i.e. either Vancouver or APA style of referencing	1	2	3	4	5
General Criteria (Introduction):					
Assignment is typewritten	1	2	3	4	5
Student has used his own wordings (paraphrasing)	1	2	3	4	5
Paragraphs structured appropriately (3 to 4 paragraphs)	1	2	3	4	5
Length of paragraphs appropriate	1	2	3	4	5
Sentences are structured appropriately	1	2	3	4	5
Font size 12 (throughout the assignment)	1	2	3	4	5
Font style uniform (Arial / Times New Roman)	1	2	3	4	5
Lines are justified	1	2	3	4	5
Sentences are in running sentences and not in bullet form	1	2	3	4	5
Double line spacing	1	2	3	4	5
Aim:					
Represents the title of the proposed research study	1	2	3	4	5
Stated as a general objective	1	2	3	4	5
Objectives:					
Stated as specific research objectives (Not expected outcomes)	1	2	3	4	5
Measurable action verbs used for each specific objective	1	2	3	4	5
Overall:					
The background and referencing assignment's adequacy	1	2	3	4	5
Length of the introduction and or referencing	1	2	3	4	5
Topic relevant and appropriate for student's level of research	1	2	3	4	5
Comments from the reviewer(s)					