



**PRE-VIVA ASSESSMENT & THESIS SUBMISSION**  
**-- MASTER'S BY RESEARCH AND PHD --**

**PROCEDURE**

1. Student submits Thesis to Faculty. **(Section 1)**
2. Pre-viva assessment is made by the Panel of Assessors. **(Sections 2-4)**
3. The form is to be returned to the student for discourse with the Supervisor.
4. The necessary amendments / corrections are to be performed on the Thesis.
5. The Supervisor approves of the final Thesis draft. **(Section 5)**
6. Student returns the final Thesis draft to the Faculty for JKPSF's endorsement. **(Section6)**
7. Faculty submits the Thesis **with this form** to the Centre for Graduate Studies. **(Section7)**

**SECTION 1: Student**

*(To be filled by Student.)*

Name:		Matric. No.:	
Faculty:		Date:	
Semester II Session 2023/2024		Level of Study:	<input type="checkbox"/> PhD
Programme & Code:	PLS		<input type="checkbox"/> Master's
Title of Research:			
Supervisor(s):	..... (Main Supervisor) ..... (Co-supervisor 1) ..... (Co-supervisor 2)		

**SECTION 2: Assessment**

*(To be filled by Assessor.)*

Item	Component	Comments
1	Title	

2	Abstract	
3	Introduction	
4	Problem statement	
5	Research objectives / questions	
6	Literature review	
7	Research design and output: <ul style="list-style-type: none"><li>- Research method</li><li>- Data collection and analysis</li><li>- Discussions and findings</li></ul>	

8	Significance / Applied value of research	
9	References	
10	<p>a) Language.</p> <ul style="list-style-type: none"> <li>● Please state if proofreading is necessary.</li> <li>● Proofreading: proof to be attached (if applicable).</li> </ul> <p>b) Organization and format.</p> <ul style="list-style-type: none"> <li>● In accordance with Thesis Writing Guide UTHM.</li> </ul> <p>c) Plagiarism check. Similarity Index <math>\leq 30\%</math>: proof to be attached.</p>	

**SECTION 3: Outcome of Assessment**

*(To be filled by Assessor- Chairman)*

Ranking (Tick ONE)	Descriptions
1	Excellent work with <u>optional</u> amendments proposed.
2	Good work with <u>minimal</u> amendments required.
3	Satisfactory work, but <u>minor</u> corrections are required.
4	Satisfactory work, but <u>substantial</u> corrections are required.

*\*The final thesis draft is to be endorsed by the Main Supervisor.*

**SECTION 4: Assessor’s Endorsement**

*(To be filled by Assessor-Chairman)*

Name / Designation: .....

Faculty: .....

Signature: .....  
(Official stamp)

Date: .....

**SECTION 5: Supervisor’s Declaration**

*(To be filled by Supervisor.)*

I have reviewed the final Thesis draft and hereby affirm that it is to the best of my knowledge and professional judgement qualified for submission to the Examiners.

Name / Designation: .....

Signature: .....  
(Official stamp)

Date: .....

**SECTION 6: Faculty’s Postgraduate Studies Committee (JKPSF)**

*(To be filled by JKPSF Chair.)*

Endorsed by:

Name / Designation: .....

Signature: .....  
(Official stamp)

Date: .....

**SECTION 7: Centre for Graduate Studies- Receipt of Thesis**

*(To be filled by CGS.)*

Received by:

Name / Designation: .....

Signature: .....

Date: .....

(Official stamp)

*Endorsed by JAPS 9 JANUARY 2018*