



**SCHOOL OF GRADUATE STUDIES
UNIVERSITI TEKNOLOGI MALAYSIA**

**GUIDELINES:
EXAMINER'S REPORT**

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1.0 Examiner's report on the thesis

- 1.1 The report should be written in detail to provide the Examination Board preliminary evaluation on the standard and quality of the submitted thesis before *viva voce*. In this report please give comments with respect to: (i) Thesis title, (ii) Abstract, (iii) Methodology (iv) Analysis, (v) Results and Discussions, (vi) Strength of the Thesis (vii) Weakness of the Thesis and (viii) Significance of the Study. The comments can be written either using the guided report (Section 3 of the Examiner's Report on Thesis) or written separately but should include all the aspects above. Other comments and suggestion can be written in a separate attachment.
- 1.2 When evaluating a thesis submitted for the award of the degree of Doctor of Philosophy, the examiner has to give particular attention to the proof that the candidate has acquired training and the use of appropriate research methodology while embarking on the research study. The candidate should be able to demonstrate critical thinking and his expertise in his field of research. The thesis must have contribution to the development of knowledge and original works worthy of publications. The thesis must be written clearly and precisely.
- 1.3 When evaluating a thesis submitted for the award of a master degree (by research), the examiner has to give particular attention to the proof that the candidate has acquired training and the use of appropriate research methodology while embarking on the research study. The candidate should be able to demonstrate critical thinking and his expertise in his field of research. The thesis must be written clearly and precisely.
- 1.4 All examiners are required to be present during *viva voce* for the degree of Doctor of Philosophy.
- 1.5 The external examiner may be required to be present during *viva voce* for a master degree if the recommendation by all examiners are lower than (b) or not unanimous in recommending either (a) or (b) with comments/queries on the methodology used and/or flaws in Analysis/Results and Discussion. The final decision on the presence of external examiner will be made by the University.

2.0 Recommendation

- 2.1 The rule and regulation on the appointment and responsibility of examiners is to provide one of the following recommendations:
 - (a) The candidate be awarded the relevant degree
This recommendation is given if the examiners are satisfied with the standard and quality of the thesis for the award without correction.
 - (b1) The candidate be awarded the relevant degree subject to minor corrections

This recommendation is given if the examiners are satisfied with the standard and quality of the thesis for the award. If there are any corrections, these are only minor ones that are sufficient to be validated by the supervisor. These corrections may include typographic and factual errors. The maximum duration for correction is 1 month.

- (b2) The candidate be awarded the relevant degree subject to the amendments/corrections as listed elsewhere in this report being made in the thesis to the satisfaction of the Internal/External Examiner(s).

This recommendation is given if the examiners are satisfied with the standard and quality of the thesis for the award but there are corrections/amendments required. These corrections/amendments may include factual errors, major improvement on methodology, analysis and discussion and some restructuring of the thesis. The correction/amendment on thesis need to be validated by the examiners. The required corrections/amendments must be written clearly in the examiner's report. The maximum duration for correction/amendment is 3 months for a Master degree and 6 months for a PhD degree.

- (c) The candidate not be awarded the relevant degree but be permitted to resubmit the thesis for further examination in a revised form after a further period of study and research.

This recommendation is given if the examiners are not satisfied with the standard and quality of the thesis. After viva voce, the examiners are satisfied that the candidate has the academic ability to rewrite and resubmit the thesis to the standard and quality required. The examiners have to give recommendation on what are the corrections/amendments/additional works and others required. These should be written clearly in the examiners' reports. The additional works required should not amount to producing a new thesis and should not change the original scope of work. A candidate is allowed resubmission only once. The maximum duration for resubmission is 6 months for a master degree and 12 months for a doctoral degree.

- (d) The candidate not be awarded the relevant degree but a degree of a lower category.

This recommendation is given if the examiners are satisfied that the thesis does not meet a minimum standard and quality of a thesis for the award. After viva voce, the examiners are satisfied that the candidate has no academic ability to resubmit the thesis with the standard and quality required. The candidate may be required to do correction/amendment to satisfy the award of a lower degree.

- (e) The candidate not be awarded the relevant degree.