



**L-Università  
ta' Malta**

**MATSEC  
Examinations Board**

University of Malta  
Msida MSD 2080, Malta

Tel: +356 2340 2814/5/6  
matsec@um.edu.mt

[www.um.edu.mt/matsec](http://www.um.edu.mt/matsec)

**From:** Dario Pirotta  
Director, MATSEC

**To:** Heads of School

**Subject:** Systems of Knowledge Coursework

**Date:** 18<sup>th</sup> December 2023

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The MATSEC Board has agreed to adopt the following policies regarding the assessment of the Systems of Knowledge coursework.

1. School Candidates and private candidates are to have separate project booklets. A school candidate who changes their status to private candidate must have a new booklet showing that they have completed the full process as private candidates. Therefore, all three meetings must be held either as a school candidate with a specific school or as a private candidate with a private tutor.
2. If candidates have already completed their hours before transitioning from school to private, they still need to start a new project booklet and list in the authentication form that the dates do not follow because of the change in candidate status.
3. As discussed, and agreed upon during the meetings with school representatives a distribution of marks with descriptors has been developed and will be adopted by the moderators. These will be the criteria that are being suggested to be followed by all tutors.

This will be effective as from the FIRST 2025 examination session

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			Marks	
Project Booklet		1st Meeting	5	Candidates are expected to respect the appointment given to them, and to provide all the information requested for the first meeting.
		2nd Meeting	5	Candidates are expected to respect the appointment given to them, and to provide all the information, and complete all tasks requested for the second meeting.
Reflective Journal		Descriptions and links to the evidence	10	A description of the activity undertaken on the day referred to in the journal entry with appropriate references and links to the evidence provided.
		Analysis and Reflection	10	The analysis should look into the activity mentioned in the entry and identify the values, skills or content that are SOK-related. There should be a critical analysis and exploration of this. The reflection should show a level of self-reflection by the candidate that shows an ability to link the personal experience to what they have learnt in SOK and/or show how their personal experience is related to a wider context, which may include reference to current affairs/issues.
Essay	Values	Discussion of values	15	The essay must offer a discussion of the SOK values identified in the project and explore them in depth. The discussion must show the interdisciplinary links between the different SOK modules, though it is not expected of candidates to mention all four modules. The links made should be direct and follow a logical rationale. The essay must show links between the individual experience of the candidate and society at large. The essay may also include a critique or multiple views, as part of the discussion.
		Depth of Analysis	5	The essay must offer a critical perspective, and an analysis of content related to the project and the subject.
	Communication of ideas and Presentation	Essay structure & communicative competence	5	The essay has an introduction, body, and conclusion. The body must include an argument or discussion. Paragraphs are used in a logical manner. The language and syntax used express ideas clearly and is understandable to the reader.
		Logical Development of ideas	5	Logical development of the driving argument with a clear flow of the argument through use of paragraphs and signposting.
		Bibliography	5	The bibliography is presented in a consistent style, is free of typos, there is a mix of sources, and the sources used are reliable. The mentioned sources have been used and referenced correctly throughout the project.
Scientific Research		Underlying scientific principle	10	Candidates are expected to choose a scientific aspect or technological artefact that is directly linked to their chosen activity. The essay must identify the <b>foundational scientific principle</b> underlying their choice. The essay must avoid to be a description of the chosen aspect/artefact. E.g. if discussing the digestive system the essay should explain how enzymes or the breakdown of food at a cellular level happens and not give a description of the digestive system.
Evidence			10	Evidence presented must be conducive to a better understanding of the content presented. The evidence must be appropriately labelled, and referenced or cited in the journal entries. The candidate must be identifiable in the evidence provided.
Variety of XP			10	The hands on activities must be varied and not repetitive, offer learning opportunities, and a holistic and fulfilling learning experience overall.
General Presentation			5	The project is bound, includes a cover, title page, contents page and page numbers. There is use of spellcheck and text is edited and formatted. Labelling and captions are clear.
<b>TOTAL</b>			<b>100</b>	