INFS7410 Wiki Portfolio

version 1.0

The INFS7410 Teaching Team

Preamble

The due dates for the Wiki Portfolio are:

- Part 1: **Friday, 14 August 2020**, 11.59pm
- Part 2: **Friday, 4 September 2020**, 11.59pm
- Part 3: **Friday, 9 October 2020**, 11.59pm
- Part 4: **Friday, 30 October 2020**, 11.59pm

Each Wiki Portfolio part is worth 5% of the overall mark for INFS7410. A detailed marking sheet for this assignment is provided at the end of this document.

Aim and Instructions

The aim of this assignment is to regularly compile a set of collaborative study notes in the form of a Wiki, detailing the content of INFS7410 online lecture videos.

We expect these study notes to be correct, well written and well detailed. They should demonstrate a clear understanding of the content and independent critical thinking. You may want to add reflections, examples, exercises and questions.

These notes should cover all the relevant aspects and key points illustrated in the online lecture videos.

They should be written in correct English, with no to minimal spelling or grammatical mistakes, and should have the highest quality in terms of layout and readability, including using appropriate diagram and images when useful. Avoid copy & paste from slides.

When creating these notes, think about the following: What would be useful for me to read when preparing for the exam? What would be useful for me if I were to take my study notes at the exam?

It is important each team member makes an adequate contribution (workload should be approximately equally split between team members), as each student will receive an individual mark.

Format

We ask you to capture your study note in Markdown files in your team's GitHub repository. Each team has been assigned a private repository. The highest folder in the repository contains a README.md file (please complete this file as the first step of your assignment) and two folders: one for the wiki (`wiki` folder) and one for the project (`project` folder).

For the Wiki, you should write your study notes within Markdown (`.md`) files in the `wiki` folder. Each week, you should start by filling the file `week-$X.md` where `$X` is the week number, e.g. `week-1.md` is for the content of week 1. You can create other files, and reference/link them to the relevant `week-$X.md` files, as you see fit. Please add any images within the `wiki/images` folder; then you can link images in this folder within your Markdown files.

You may find useful to consult a [guide to GitHub](#), and read moree about the [Markdown syntax](#). Note that you can edit Markdown files directly from the web editor in GitHub, or by using an application such as [Macdown](#) (for Mac) or [Typora](#) (Windows and Mac).

Considerations and Tips

- GitHub allows you to version files, and keep track of work. However, be careful to edit files concurrently with other team mates, as this may cause conflict (although GitHub is quite good at resolving conflicts in `.md` files). We strongly suggest you do not edit concurrently the same file. Thus, we suggest adopting a workflow as follows (of course, you may consider alternative ones):

    - Start by dividing the weekly content into sub-topics
    - Create an `.md` file per subtopic, and link it to the main weekly file `week-$X.md`, where `$x` stands for the week number.
    - Assign each subtopic to a team member. We suggest you do this via a Zoom call or chat.
    - Each team member edits their parts.
    - Once individual subtopics have been completed, make a pass altogether with your team in the `week-$X.md` file and each subtopic to make things consistent. We suggest you do this via a Zoom call.

- Remember the teaching staff has access to your GitHub and will inspect your commits to confirm contributions from team members. Thus:

    - Make sure you do contribute to the Wiki, otherwise you will get a low mark, or possibly even a zero.
    - Make sure you commit the work you do on a regular basis, and with your own GitHub account.

- GitHub offers many project management functionalities. You may find the `Projects` tab in the GitHub interface useful to administer your team's Wiki Portfolio and Project Portfolio tasks. For example, you can create a `Wiki Portfolio` project and a `Project Portfolio` project:

    - You can create cards in your project board.
    - You can convert each card into an issue, and attach comments to issues. You could use an issue as a task to assign to someone.
    - Assign issues to team members.
    - You can track progress towards an issue.

Marking

Your Wiki Portfolio will be marked by the teaching staff. The teaching staff will assign a single mark to your team's mark. The mark will then weighted according to the peer-assessment component for that part done by each member of the team. This will form thee individual mark of each team member.

Marking criteria for the Wiki Portfolio are specified in the attached marking sheet.

In the peer assessment part, each team member will be asked to assess the other members in terms of their contribution effort and quality, on a 5 point scale: 1 (0%), 2 (25%), 3 (50%), 4 (75%), 5 (100%). For each team member, peer assessment scores will be combined using median.

If a team member does not assess their teammates by the deadline, then:

- For the team mate that has not been assessed, their median is computed using only the peer assessment scores that have been submitted.
- For the team mate that has not submitted the peer assessment for one or more team mate, the highest scores assessed by the other team mates are replaced by zeros: the student will get as many zero as are the team mates they have not assessed.

How to submit

By the submission deadline you need to:

1. Have completed your Wiki Portfolio for the weeks included in the submission (i.e., up to the submission deadline). Any edits to the Wiki passed submission deadline for the relevant part, although welcome, will not be considered for marking.
2. Submit the link to your GitHub Wiki Portfolio folder.
3. All team members should also submit the individual peer review scores.

INFS 7410 Wiki Portfolio – Marking Sheet for Group Mark

Criterion	%	7 100%	4 50%	FAIL 1 0%
QUALITY/CORRECTNESS This criterion grades you on both on the **presentation and layout** the information contained in your wiki, and how **correct** the content of your wiki is.	2	• Content is **always** explained correctly and concisely. • The key information of topics is summarised in a way that demonstrates a **clear understanding** of the content. • Content synthesises lecture material with **independent critical thinking**.	• Content is explained correctly **most of the time**. • The key information of topics is summarised adequately and demonstrates a **grasp** over the content.	• Content contains **several conceptual mistakes**. • Key information of topics is **missing**.
COMPLETENESS This criterion grades you on how **comprehensive** the content of your wiki is, in terms of the topics covered by this course.	2	• Content covers **all relevant aspects** of topics in this course. • Content provides **all of the key points** that would be required in an exam.	• Content covers a **range of relevant** aspects of topics in this course. • Content covers **a range of the key points** that would be required in an exam.	• Content covers **very few** of the relevant aspects of topics in this course. • Content covers **very few of the key points** that would be required in an exam.
STYLE/ORIGINALITY *Binary score: 0/1* This criterion grades you on your **writing style**, and how **original** you have been in writing the content of your wiki.	1	• Content is written in correct English, with **no to minimal spelling or grammatical mistakes**. • Content is of the **highest quality** in terms of layout and readability.		• Content contains **many spelling and grammatical mistakes**. • Content is of **poor quality** in terms of layout and readability. • Content of the wiki has simply been **copied and pasted** from lecture slides.

Individual mark is derived from group mark by weighting individual contribution according to peer assessment.