

Assignment Briefing Sheet (2020/21 Academic Year)

Section A: Assignment title, important dates and weighting

Assignment title:	Final Project Report (FPR)	Group or individual:	individual
Module title:	Data Science and Analytics Masters Project	Module code:	7COM1075
Module leader:	Dr Helen Xiang	Moderator's initials:	S. A. T.
Submission deadline:	03-12-2021 16:55	Target date for return of marked assignment:	After the Module Board

You are expected to spend about hours to complete this assignment to a satisfactory standard.

This assignment is worth of the overall assessment for this module.

Section B: Student(s) to complete

Student ID number	Year Code

Notes for students

- For undergraduate modules, a score above 40% represent a pass performance at honours level.
- For postgraduate modules, a score of 50% or above represents a pass mark.
- Late submission of any item of coursework for each day or part thereof (or for hard copy submission only, working day or part thereof) for up to five days after the published deadline, coursework relating to modules at Levels 0, 4, 5, 6 submitted late (including deferred coursework, but with the exception of referred coursework), will have the numeric grade reduced by 10 grade points until or unless the numeric grade reaches or is 40. Where the numeric grade awarded for the assessment is less than 40, no lateness penalty will be applied.
- Late submission of referred coursework will automatically be awarded a grade of zero (0).
- Coursework (including deferred coursework) submitted later than five days (five working days in the case of hard copy submission) after the published deadline will be awarded a grade of zero (0).
- Regulations governing assessment offences including Plagiarism and Collusion are available from <https://www.herts.ac.uk/about-us/governance/university-policies-and-regulations-uprs/uprs> (please refer to UPR AS14)
- Guidance on avoiding plagiarism can be found here: https://herts.instructure.com/courses/61421/pages/referencing-avoiding-plagiarism?module_item_id=779436
- Modules may have several components of assessment and may require a pass in all elements. For further details, please consult the relevant Module Handbook (available on Studynet/Canvas, under Module Information) or ask the Module Leader.

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This Assignment assesses the following module Learning Outcomes (from Definitive Module Document): Successful students will typically be able to

1. be able to critically evaluate advanced literature on data science and analytics topics relevant to their chosen project;
2. be able to refer to the findings of other academic writers to justify their chosen approach to the development of a solution, and to evaluate the outcomes of their project work;
3. be able to combine their knowledge of the subject, their reading of research papers and the outcome of their own investigations to conceive original ideas of their own;
4. be able to plan and manage a substantial body of work, identify any risks inherent in their chosen approach, and work independently with minimum supervision;
5. be able to select and use appropriate techniques and tools employed in data science and analytics in order to conduct a practical investigation into a particular data science and analytics problem;
6. be able to both critically evaluate and discuss the outcome of their project work in written and oral form;
7. be able to articulate the broader contexts of their work in relation to legal, social, ethical, and professional issues, and assess the economic impact of their project.

Assignment Brief:

To write the final report on your MSc project, which should reflect the academic quality and the technical standard of your work.

Please note: *the student is the originator and the inventor of the intellectual Property (IP) in the project. Therefore, the student retains the Intellectual Property Rights (IPR) of the project work, not the university.*

Submission Requirements:

- **FPR Submission (to Canvas) deadline: Friday 03rd December 2021 at 16:55 (UK local time)**
- **Demonstration deadline: Sunday 19th December 2021**

When you are ready to submit your report, convert it (and any accompanying documents) into a single **document**. You are free to send any program files, zipped files to your markers via emails but only the Canvas submission will be marked.

You **MUST** include any appendices and ALL supporting material. Please do not include this assignment briefing sheet, but you **MUST** include your student ID number and name on the cover page of your final project report.

Suggested file types for the submission:

- Microsoft Word (.doc/.docx)
- OpenOffice Text (.odt)

Marks will be deducted if you do not follow these simple instructions.

The Final Project Report (FPR) has online submission **ONLY**.

A live demonstration of your work is commencing **after** your FPR submission and by the demonstration deadline above.

This assignment is worth 95% of the overall assessment for this module.

Marks awarded for:

100 marks in total are awarded in the categories below.

- (1) Specification of the project (5 marks)
- (2) Research (20 marks)

- (3) Methodology (20 marks)
- (4) Quality and Results (20 marks)
- (5) Evaluation and Conclusions (10 marks)
- (6) Presentation and References (5 marks)
- (7) Demonstration (20 marks)

The details of the distribution of marks in each category are listed in the Assessment Form (see **MSc Project Handbook**).

Instructions on the Final-Project Report (FPR)

You should have done about 600 hours of effort by the time you submit your project report. This assignment is worth 95% of the overall assessment for the module; the 300 hours of effort quoted relates primarily to the collation, writing and editing the report and supporting documents, and the preparation and time given to a demonstration and face to face discussion of your work with your assessors.

You should be aware from the outset that the report and your explanation of your work is the primary evidence used in the assessment, and it is the assessment of your abilities to conduct and deliver a project that is key. Any software product or model or artefact that you may have produced during your project is not the focus of the assessment. In an extreme case, a student that submits a well-crafted piece of work, but fails to submit a report into how it was produced, will fail. The project module is about assessing your abilities as a student in your discipline area.

As a guide, taken together, the report should be about **10,000** words in length. The bibliography and appendices are not included in the word length.

Demonstration

You must give a demonstration of your work to your supervisor and second marker and answer questions from them about your work. This demonstration is part of the formal assessment process and counts 20% of your final mark. It is your responsibility to agree a time and date for this with the tutors marking your project, and to turn up on time (and be prepared) for your demonstration. It should normally take place after your FPR submission, though some may be prepared to do this before the submission deadline.

Please check the **MSc Project Handbook** for guidance on how to structure your final project report and how to prepare for your demonstration.

Type of Feedback to be given for this assignment:

Feedback will be in the form of a final grade via Student Record (<https://www.studentrecord.herts.ac.uk>) and comments from your markers.