

School of IT Capstone

5.1P: Individual Retrospective

Overview of the Task

The capstone program provides you with an opportunity to showcase the capabilities you have developed across your studies. At this point you should have started working on your projects with your teams and have some accomplishments to demonstrate your progress. This task requires you to collect and present evidence on your progress so far. This will give you an opportunity to receive feedback on your work and to make sure you are on track to achieve the most you can from this experience.

Steps

Download the task resources from [OnTrack](#), find the template of your course for your reflection and a copy of the assessment rubric. With the rubric as a guide, please reflect on your accomplishments so far and how these demonstrate your achievement of your degree's course learning outcomes and associated skills (SFIA Framework).

The document will have three sections:

Course Learning Outcomes

Outline how you are progressing with each of your course learning outcomes (CLOs). **Use your achievements to demonstrate each of your CLOs** as indicated in the template. Note any outcomes that you are focusing on developing or demonstrating.

SFIA Framework Skills

Give a brief description of how you are progressing with the demonstration of each of the skills associated with your course (provided in the template). Use your activities and contributions to present each skill in accordance with the guidance notes provided for each skill. The guidance notes for each skill are available on the [SFIA website](#).

Evidence

Include evidence of your contributions to the project and team in appendix as described in the template. Make sure to include:

- The title of the evidence – so that we can easily identify which piece of evidence you are describing.
- One or two sentences on why you have included this evidence. What makes it worth including in your portfolio?
- Your role in the production of this work.
- Name or other groups of people who helped you produce this work (if appropriate).

Complete the report template, save to PDF and upload to [OnTrack](#).

NOTE: This is an individual task and you have to complete this task from your personal perspective (and not treat it as part of group task – this task is not a group assignment!). Copying parts of this task from other students in your Team will be considered academic misconduct and will be treated as such.