

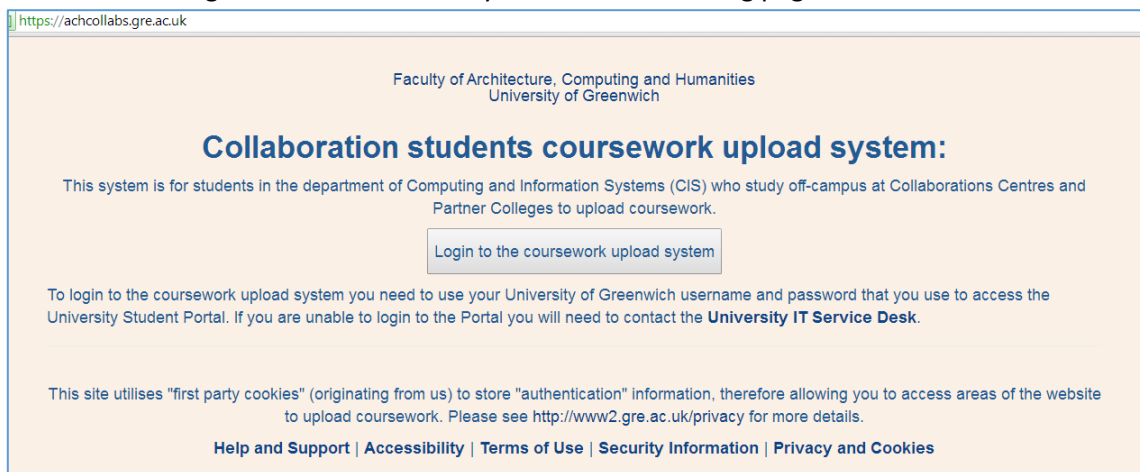
Collaborations Students Coursework Upload System

The new coursework upload system for the Department of Computing collaborations students has been released, please note that it authenticates using the University of Greenwich central authentication system, so students are required to ensure that they can log into the Student Portal (portal.gre.ac.uk), any access issues cannot be resolved by the Collaborations Office, students who cannot log into the Portal should complete a Portal Support Request Form: <http://www.gre.ac.uk/it-and-library/it-helpdesk/tassistance> and explain that they cannot log into the Portal.

This should be well in advance of submission deadlines as these requests may take several days to progress; please note that if students have forgotten/changed their Portal password this is not a sufficient reason for a late submission.

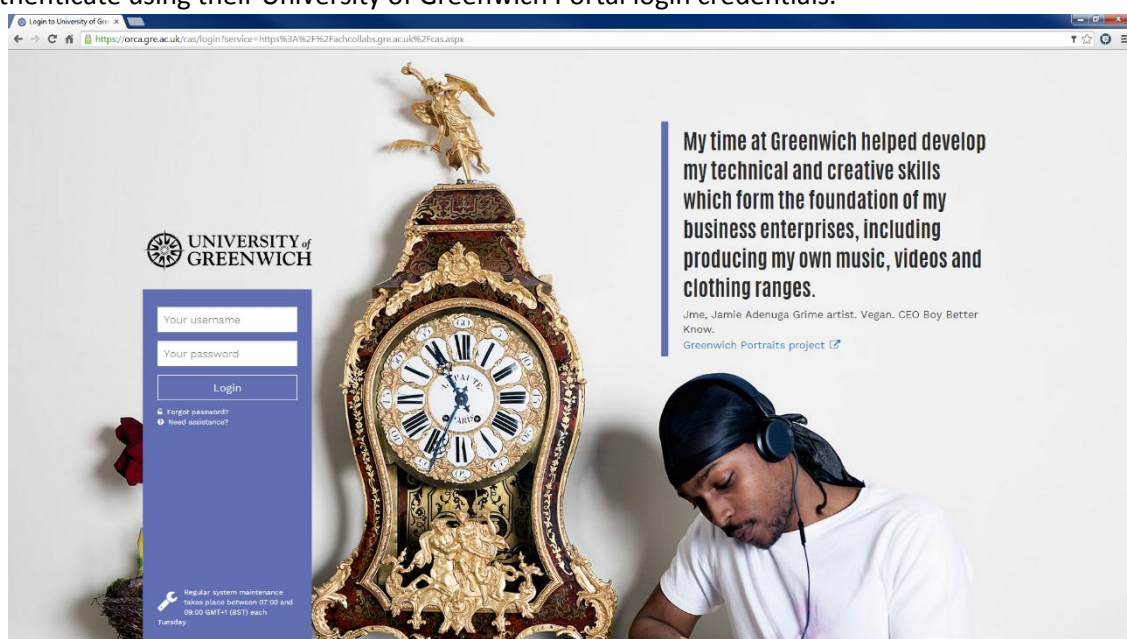
The direct link to the system is: <https://achcollabs.gre.ac.uk/>

Once students navigate to the website they will see the following page:

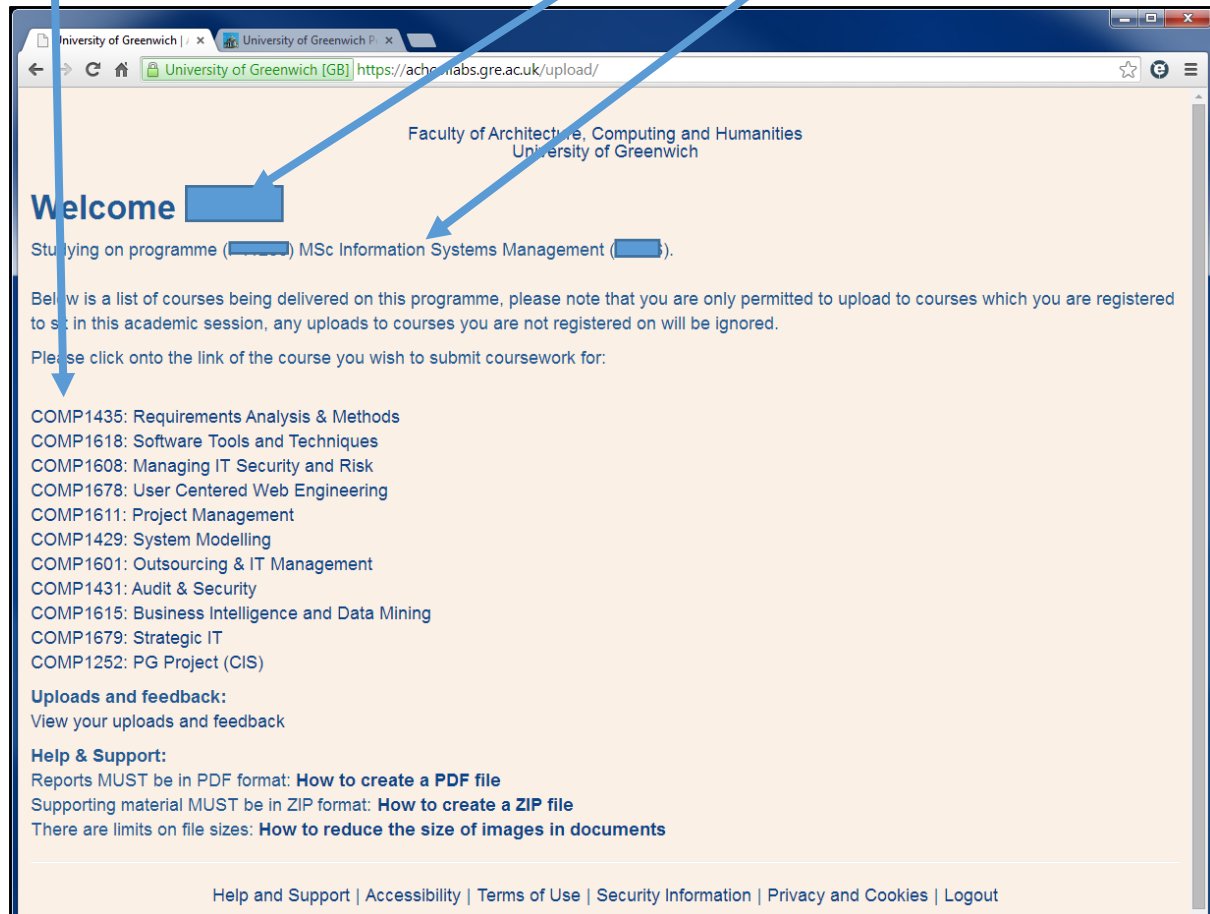


The screenshot shows the login page for the Collaboration students coursework upload system. At the top, it identifies the Faculty of Architecture, Computing and Humanities at the University of Greenwich. The main heading is "Collaboration students coursework upload system:". Below this, a paragraph states: "This system is for students in the department of Computing and Information Systems (CIS) who study off-campus at Collaborations Centres and Partner Colleges to upload coursework." A prominent button labeled "Login to the coursework upload system" is centered. Further down, a paragraph explains the login process: "To login to the coursework upload system you need to use your University of Greenwich username and password that you use to access the University Student Portal. If you are unable to login to the Portal you will need to contact the University IT Service Desk." A note about cookies follows: "This site utilises 'first party cookies' (originating from us) to store 'authentication' information, therefore allowing you to access areas of the website to upload coursework. Please see <http://www2.gre.ac.uk/privacy> for more details." At the bottom, a row of links provides additional support: "Help and Support | Accessibility | Terms of Use | Security Information | Privacy and Cookies".

Students should click the button to log into the coursework upload system, they will be directed to authenticate using their University of Greenwich Portal login credentials.

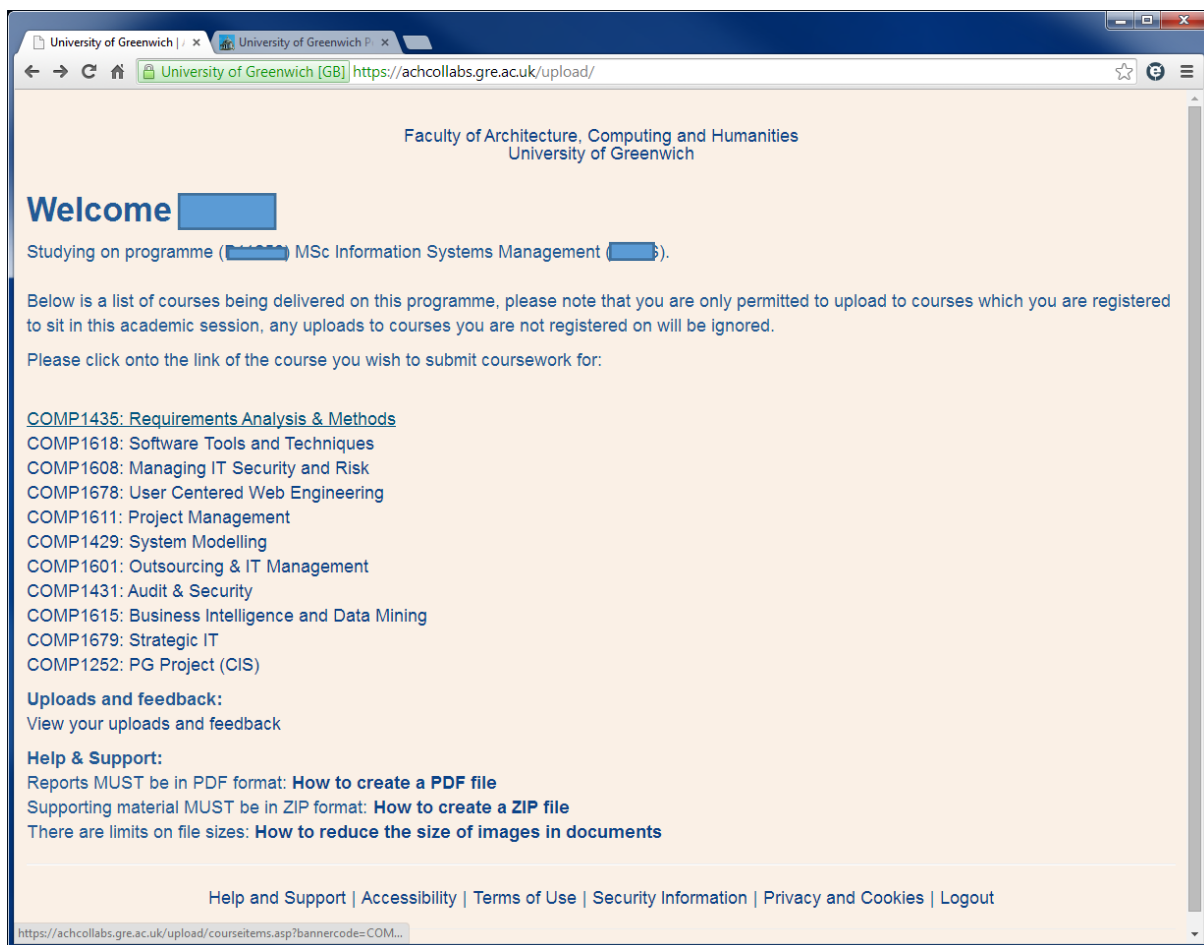


Here the students will have a message showing their username, programme and a list of all the courses running on the programme.



Please note that students will see all courses that are running on the programme, they **MUST** only upload to courses to which they are registered, any other submissions will be ignored.

In order to upload for a course the student will need to click onto the link for that course:



The screenshot shows a web browser window with the URL <https://achcollabs.gre.ac.uk/upload/>. The page header identifies the Faculty of Architecture, Computing and Humanities at the University of Greenwich. A 'Welcome' message is followed by a personalized greeting for a student studying on the MSc Information Systems Management programme. A notice states that uploads are only permitted for courses the student is registered for. A list of available courses is provided, including COMP1435: Requirements Analysis & Methods, COMP1618: Software Tools and Techniques, COMP1608: Managing IT Security and Risk, COMP1678: User Centered Web Engineering, COMP1611: Project Management, COMP1429: System Modelling, COMP1601: Outsourcing & IT Management, COMP1431: Audit & Security, COMP1615: Business Intelligence and Data Mining, COMP1679: Strategic IT, and COMP1252: PG Project (CIS). Below the list, there are links for 'Uploads and feedback' and 'Help & Support'. The 'Help & Support' section includes links for 'How to create a PDF file', 'How to create a ZIP file', and 'How to reduce the size of images in documents'. At the bottom, there is a footer with links for 'Help and Support', 'Accessibility', 'Terms of Use', 'Security Information', 'Privacy and Cookies', and 'Logout'.

University of Greenwich | x University of Greenwich P: x
University of Greenwich [GB] <https://achcollabs.gre.ac.uk/upload/>

Faculty of Architecture, Computing and Humanities
University of Greenwich

Welcome [REDACTED]

Studying on programme ([REDACTED]) MSc Information Systems Management ([REDACTED]).

Below is a list of courses being delivered on this programme, please note that you are only permitted to upload to courses which you are registered to sit in this academic session, any uploads to courses you are not registered on will be ignored.

Please click onto the link of the course you wish to submit coursework for:

- [COMP1435: Requirements Analysis & Methods](#)
- [COMP1618: Software Tools and Techniques](#)
- [COMP1608: Managing IT Security and Risk](#)
- [COMP1678: User Centered Web Engineering](#)
- [COMP1611: Project Management](#)
- [COMP1429: System Modelling](#)
- [COMP1601: Outsourcing & IT Management](#)
- [COMP1431: Audit & Security](#)
- [COMP1615: Business Intelligence and Data Mining](#)
- [COMP1679: Strategic IT](#)
- [COMP1252: PG Project \(CIS\)](#)

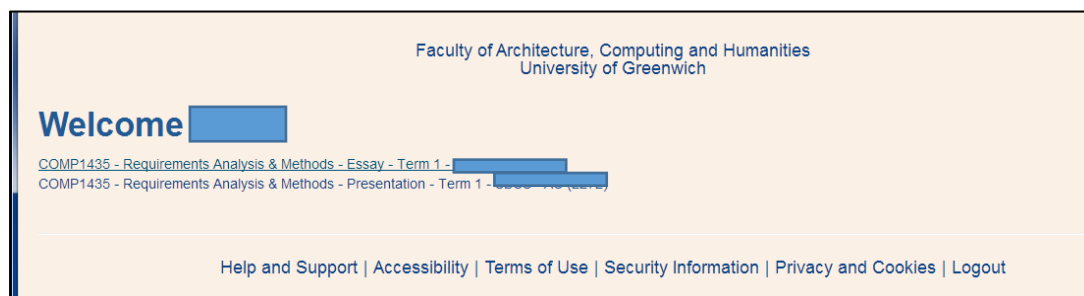
Uploads and feedback:
[View your uploads and feedback](#)

Help & Support:
Reports MUST be in PDF format: [How to create a PDF file](#)
Supporting material MUST be in ZIP format: [How to create a ZIP file](#)
There are limits on file sizes: [How to reduce the size of images in documents](#)

[Help and Support](#) | [Accessibility](#) | [Terms of Use](#) | [Security Information](#) | [Privacy and Cookies](#) | [Logout](#)

<https://achcollabs.gre.ac.uk/upload/courseitems.asp?bannercode=COM...>

They will then see the individual assessments, they should click onto the assessment which they are submitting coursework for:



The screenshot shows a web browser window with the URL <https://achcollabs.gre.ac.uk/upload/courseitems.asp?bannercode=COM...>. The page header identifies the Faculty of Architecture, Computing and Humanities at the University of Greenwich. A 'Welcome' message is followed by a personalized greeting for a student studying on the MSc Information Systems Management programme. Below the list of available courses, there are links for 'Uploads and feedback' and 'Help & Support'. The 'Help & Support' section includes links for 'How to create a PDF file', 'How to create a ZIP file', and 'How to reduce the size of images in documents'. At the bottom, there is a footer with links for 'Help and Support', 'Accessibility', 'Terms of Use', 'Security Information', 'Privacy and Cookies', and 'Logout'.

Faculty of Architecture, Computing and Humanities
University of Greenwich

Welcome [REDACTED]

[COMP1435 - Requirements Analysis & Methods - Essay - Term 1 - \[REDACTED\]](#)
[COMP1435 - Requirements Analysis & Methods - Presentation - Term 1 - \[REDACTED\]](#)

[Help and Support](#) | [Accessibility](#) | [Terms of Use](#) | [Security Information](#) | [Privacy and Cookies](#) | [Logout](#)

Here the students must read the information carefully and click to agree the terms before uploading:

University of Greenwich | x University of Greenwich P x

University of Greenwich [GB] | <https://achcollabs.gre.ac.uk/upload/formupload.asp?bannercode=COMP1435&cm=2271&siteabbrev=SBSCS>

Faculty of Architecture, Computing and Humanities
University of Greenwich

Welcome [redacted]

Local Time for [redacted] when this page loaded was 25/10/2016 12:17:43

Local Time on Server:
12:17:45

UPLOADING COURSEWORK REPORT IN 2016
FOR [redacted]
Course COMP1435 | Header ID [redacted] | Due date 16/11/2016

I confirm that what I am about to upload is my own work and that it has not, in whole or part, been presented elsewhere for assessment. In addition, I confirm that

- All material which has been copied has been clearly identified as such by being placed inside quotation marks and a full reference to the source has been provided
- Any material which has been referred to or adapted has been clearly identified and a full reference to the source has been provided
- Any work not in quotation marks is in my own words
- I have not shared my work with any other student
- I have not taken work from any other student
- I have not paid anyone to do my work or employed the services of an essay or code writing agency

Where material has been used from other sources it has been properly acknowledged in accordance with the University's Regulations regarding Cheating and Plagiarism.

☐ I Agree

[Help and Support](#) | [Accessibility](#) | [Terms of Use](#) | [Security Information](#) | [Privacy and Cookies](#) | [Logout](#)

They will then see some more information relating to the document they are uploading, including file sizes. Please note that the **PDF** should be **uploaded before** the **ZIP file**:

University of Greenwich | x University of Greenwich P x

University of Greenwich [GB] | <https://achcollabs.gre.ac.uk/upload/formupload.asp?bannercode=COMP1435&cm=2271&siteabbrev=SBSCS>

Faculty of Architecture, Computing and Humanities
University of Greenwich

Welcome [redacted]

Local Time for [redacted] when this page loaded was 25/10/2016 12:17:43

Local Time on Server:
12:18:00

UPLOADING COURSEWORK REPORT IN 2016
FOR [redacted]
Course COMP1435 | Header ID [redacted] | Due date 16/11/2016

I confirm that what I am about to upload is my own work and that it has not, in whole or part, been presented elsewhere for assessment. In addition, I confirm that

- All material which has been copied has been clearly identified as such by being placed inside quotation marks and a full reference to the source has been provided
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☒ I Agree

Please first upload your PDF report, you may then separately upload a ZIP file that includes your supporting material.

Make sure that the file you upload is virus-free and not protected by a password otherwise it will be treated as a null submission

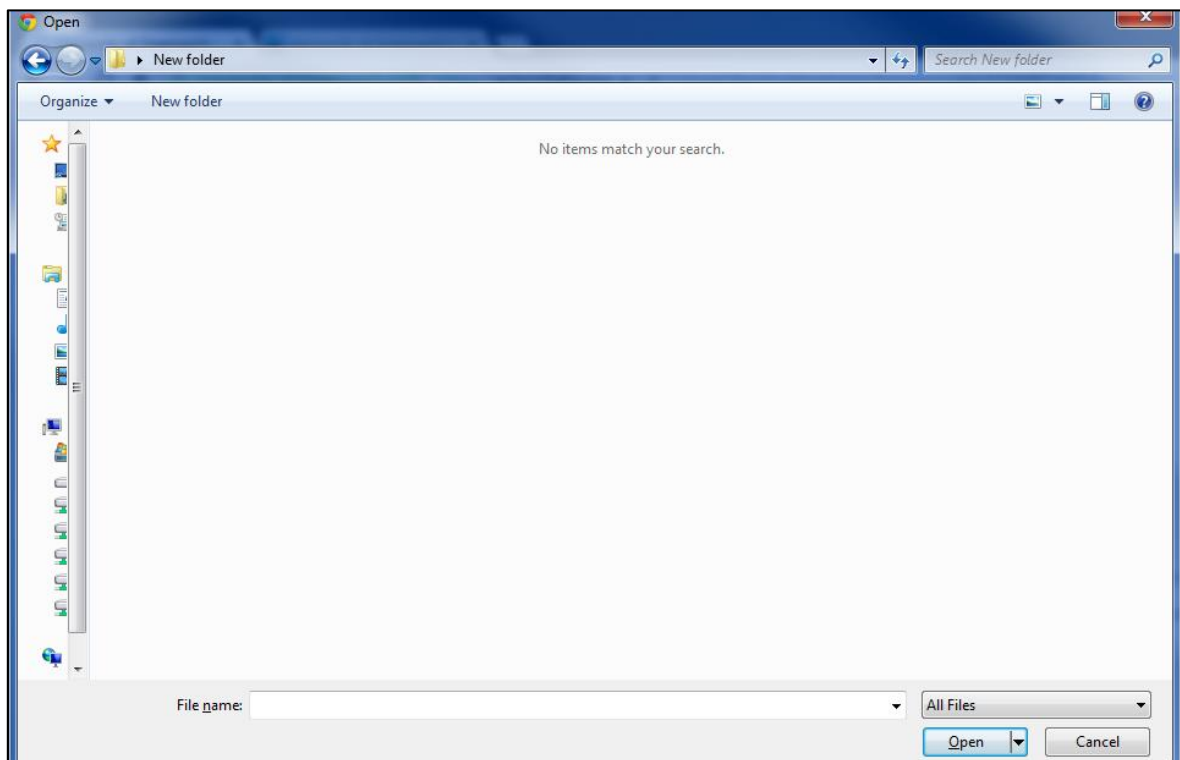
Maximum file size permitted is 20 Megabytes for the PDF and 20 Megabytes for the ZIP, if you attempt to upload files larger than the allowed size they may be rejected.

Uploading to COMP1435: No file chosen

PLEASE CLICK Upload File ONCE AND WAIT UNTIL THE FILE HAS UPLOADED

[Help and Support](#) | [Accessibility](#) | [Terms of Use](#) | [Security Information](#) | [Privacy and Cookies](#) | [Logout](#)

Students will need to navigate to the file they wish to upload (PDF or ZIP only):



Once selected, click to upload file:

Faculty of Architecture, Computing and Humanities
University of Greenwich

Welcome [redacted]

Local Time for [redacted] when this page loaded was 25/10/2016 12:17:43

Local Time on Server:
12:18:59

UPLOADING COURSEWORK REPORT IN 2016
FOR [redacted]
Course COMP1435 | Header ID [redacted] | Due date 16/11/2016

I confirm that what I am about to upload is my own work and that it has not, in whole or part, been presented elsewhere for assessment. In addition, I confirm that

- All material which has been copied has been clearly identified as such by being placed inside quotation marks and a full reference to the source has been provided
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☒ I Agree

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Make sure that the file you upload is virus-free and not protected by a password otherwise it will be treated as a null submission

Maximum file size permitted is 20 Megabytes for the PDF and 20 Megabytes for the ZIP, if you attempt to upload files larger than the allowed size they may be rejected.

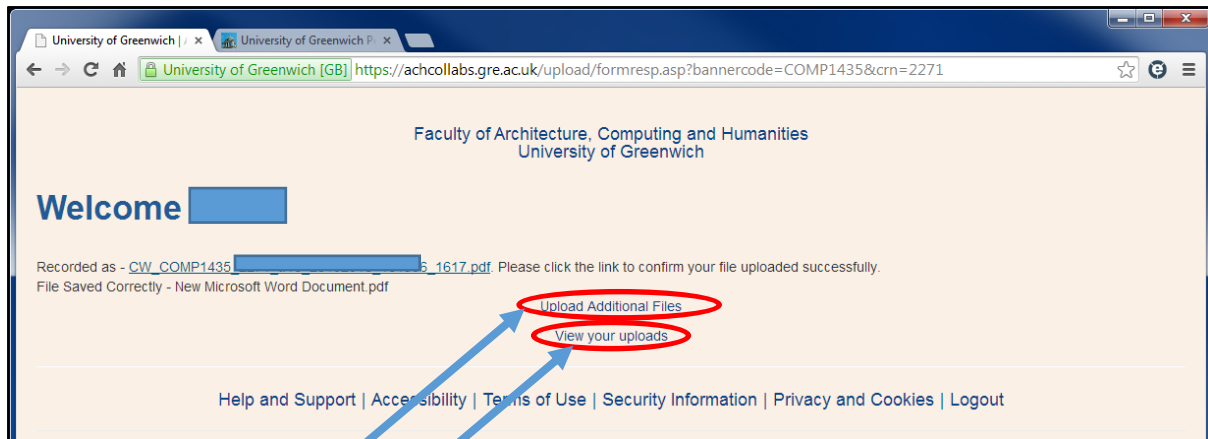
Uploading to COMP1435 Choose File [redacted].pdf

Upload File

PLEASE CLICK Upload File ONCE AND WAIT UNTIL THE FILE HAS UPLOADED

Help and Support | Accessibility | Terms of Use | Security Information | Privacy and Cookies | Logout

The student should click to download the file and check that they have uploaded the correct file and that it has not corrupted – this is the student’s responsibility to check this once they have submitted:



They can click to upload additional files; this will take them back to the page displaying all courses. They can also click to view all of their uploads; this will display all of their uploads for each course:

