08341 Final Stage Project

Interim Assessment:

Background Survey
and
Progress Review

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I n t e r i m   A s s e s s m e n t

Assessment Components

Introduction**s** – to document and to project

Background Survey

Progress Review

Extended Bibliography

Length

see Module Handbook page 9 and Appendix B
maximum length 3000 words; around 10-14 pages

Deadline

4pm Thursday January 17 – first week after vacation

Report Title page

Standard format / layout

- as defined in module handbook – Appendix B
- adapt for Interim Report as follows:

> **PROJECT INTERIM REPORT**
>
> Submitted for the
> BSc Honours in Computer Science
>
> January 2008
>
> **Your Project Title Here**
>
> by
>
> **A. Student**

- position of panel on title page is critical for Final Report covers
- less so now, but good to get principles right in advance!!

Introduction

Report Introduction

Briefly –

describe the status and purpose of the document
and outline the structure of contents

Project Introduction

Broadly –

revise, update, summarise material from Initial Report

*present broad outline of project purposes
to inform second examiner*

Background Survey

First Draft of Final Report chapter(s)!

Write up in full –

the context of your project *including ethical issues*

covering client, technical and process background
(context, theory, previous examples, etc)

as appropriate to your project style – may need
to structure material in several sections/chapters

When you come to the Final Report,
you should find you already have part of it done!

Ethics Review

Context
Background discussion should address
ethical issues relating to *Product* and *Process*

Process
are you conducting your project in an ethical manner?
for example:
- ***Respect*** for IPR of others' ideas
- ***Honesty*** in assessing/reporting your progress
  and planning future targets
- ***Integrity*** of sample/test data ; Security of data
- ***Compliance*** with recognised procedures

Product
how will your product affect you and others?
for example:
- Your ***professional*** standing
- ***Reliability/safety*** for users / clients / society at large
- ***Legitimacy*** of actions available through your system

Ethical Influences

Ethics are Personal

Know your opinions of right and wrong
   don't follow others without thinking
Understand how others' views may influence you

Influences

society – family/friends – YOU – colleagues – profession
   (i n f o r m a l)   (f o r m a l)

Professional Codes

BCS – Code of Conduct
ACM – Code of Ethics and Professional Conduct
IEEE – Code of Ethics
Software Engineering Code of Ethics and Prof. Practice

Professional   Ethics

Software Engineering Code – Summary

Public	(1)	Act in Public Interest
Client/Employer	(2)	Act in Interests of Client/Employer
Product	(3)	Make professional products
Judgement	(4)	Integrity, Independence, Professional
Management	(5)	Ethical Management practices
Profession	(6)	Advance Reputation of Profession
Colleagues	(7)	Fair and Supportive to colleagues
Self	(8)	Lifelong learning; Promote ethics

Example Issues

Plagiarism	don't pass off someone else's work as your own
Piracy	don't copy/supply someone else's software
Repackaging	data; websites; CD; deep linking; reverse eng'g
Code re-use	open source vs proprietary code design (licences)

Progress Review

Inform your examiner how (well) it's going!

Briefly –

summarise your state of progress
relative to original time plan – ahead, behind, about right?

explain significant changes – tasks early or late?
including any new time plan
or changed target outcomes

present a revised time plan (if appropriate)
to reflect actual progress to date
and new estimates for remaining work

Bibliography

Include *current* bibliography

extend bibliography from Initial Report to include
further sources discovered during semester 1

use sources collected in bibliography
to support narrative in background chapter(s)

use recommended style/protocol to list citations
and to reference citations from narrative

see Dept UG Student Handbook, appendix I, pp60-65
for guidance, and *take advice from your supervisor*

Assessment Criteria

Intermediate Assessment — criteria include

Presentation
- neat, professional, coherent typography,
- error free grammar/spelling, logical structure/headings

Introduction
- start with intro to document – purpose, structure, etc.

- then introduce project topic – overview of goals and general context

- highlight significant aspects worthy of specific attention
  to demonstrate relevance of background review material

Background Review
- each relevant aspect described carefully to appropriate depth
- interpreted in relation to project goals/processes, *inc ethics*

- logical and progressive narrative
- appropriate balance of academic/technical issues
- properly referenced to citations

Assessment Criteria

Intermediate Assessment — criteria include

Bibliography
- range of different sources *(**original** wherever possible)*:
  Academic / research;   Technical / Systems; Client domain

- traditional and modern media – *not just web-based; **not wikipedia etc.***
- properly cited and referenced from narrative

Progress Appraisal
- concise appraisal of progress to date
- related to original time plan, highlight/explain any variations

- include original task list and time plan for information
- provide new time plan to show revised strategy as appropriate

- plan should include external constraints: eg exams, acw deadlines
- and your own intermediate check points as well as module deadlines

Project   Support

Next Events

Semester 2 support lectures

Week   2 - review final semester work programmes
Week   7 - final reminders for final project deliverables
Week 12 - preparation for project presentation

Remaining Deadlines

Interim Report   - 4pm, Thursday 17 Jan (s1, w13)
end of development   - aim for week 7, sem 2
Final Report, etc   - Thurs week 11, sem 2
Project Presentation   - during week 15/16, sem 2