

08341 / 08349 Final Stage Project

Semester 2 Activities

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R e m a i n i n g D e a d l i n e s

Final Report deadline

4pm Thursday May 1 – week 11

Report Deliverables

- Final Report document inc appendices/documentation
- two copies each in paper form and electronic on CD
 - CD also to hold all software and all report originals
- plus resubmission of (paper) Initial and Interim reports
- in case of moderation by External Examiner

Project Presentation

in week 15 or 16 – further details later

Remaining Tasks

Complete major stages of implementation

Plan to roll from coding to write-up
from around week 6

Consider feedback on Interim Report

from second examiner (expected by week 3)
– discuss with supervisor

Maintain progress diary

update bibliography,
keep notes for reflective review / critical appraisal

MAINTAIN SYSTEM SECURITY

YOU HAVE BEEN WARNED:

Your responsibility

- see Module Handbook (s3.2):

"It is the responsibility of each project student, working in a professional manner, to maintain adequate back-up copies of their work in progress, to guard against unplanned problems such as equipment failure or loss (eg theft of a laptop).

This is particularly important for students working on personal or other non-departmental facilities which may not benefit from routine system back-ups.

YOU HAVE BEEN WARNED:

Your responsibility - see Module Handbook (s3.2):

*In the event of problems arising which should be resolved by resorting to a recent back-up, the absence of such a back-up **will not** in itself be accepted as a mitigating circumstance to justify an extension to any imminent deadline.*

If for example you suffer a disk failure on your personal computer while completing your project report in the run up to the final deadline, and you do not have appropriate back-ups, you may not be granted a deadline extension and so your project may be failed as late.

One means to mitigate this risk is to copy your work regularly from your own equipment to University file space, so as to benefit from the routine back-up process on campus systems.”

S u m m a r y

Main Deadline	– week 11
Coding Deadline	– week 6 – 7 (inc Easter)
Report Prep	– week 6 onwards
Presentation	– week 15 or 16
Project Management	
– continue project diary and supervisor meetings	
– act on interim report feedback	
– work securely and keep back-ups	
Next support meetings	– weeks 6, 8 and 12