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School of Computing, Engineering and Mathematics

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| **Assessment Brief Form** |

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| Module Title: | Project Planning and Control |
| Module Code: | CI222 |
| Author(s)/Marker(s) of Assignment | Karl Cox & Jane Challenger Gillitt |

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| Assignment No: | 1 |
| Assignment Title: | Group Assignment |
| Percentage contribution to module mark: | 70 |
| Weighting of component assessments within this assignment: | 70 |
| Module Learning Outcome/s Covered: (Refer to module syllabus) | LO2 familarise students with project planning techniques  LO3 select an appropriate project life-cycle approach and methods which are likely to reduce the risk associated with a particular project |

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| Assignment Brief and Assessment Criteria: |
| See attached sheet below.  **Assessment Criteria**  Marks for each section are shown on the question sheet. See attached sheet below. |

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| Date of issue: | 15th October 2018 |
| Deadline for submission: | 11 January 2019 electronic submission only by 15:00Hrs |
| Method of submission: | e-submission only by 15:00Hrs |
| Date feedback will be provided | 10th February 2019 |

1. A copy of your coursework submission may be made as part of the University of Brighton’s and School of Computing, Engineering & Mathematics procedures which aim to monitor and improve quality of teaching. You should refer to your student handbook for details.
2. All work submitted must be your own (or your team’s for an assignment which has been specified as a group submission) and all sources which do not fall into that category must be correctly attributed. The markers may submit the whole set of submissions to the JISC Plagiarism Detection Service.

Group Assignment Case Study

The management of the prestigious University of Technology Brightmouth has traditionally seen its paper-based prospectus as the main means of conveying information about courses and about the institution as a whole. It realises, however, that the paper-based material needs, at the least, to be supplemented by a web version.

The **University of Technology Brightmouth** has only **1 campus**, located in the city centre of Brightmouth. The University is divided into **four technical** **schools: Computer Science, Digital Development, Business & Computing**, and **linked to all three: Innovative Technologies**. These schools run the **topic specific courses** and **do not overlap**. However, **Innovative Technologies does integrate a first year, second year and final year module across the other schools**.

You have been given the responsibility of managing the creation of a version of the prospectus that can be held online. You need to **gather, confirm and upload the content for the product you are building**.

Some of the information needed will relate to the university as a whole, for example that relating the library or student services. Other information will relate to a particular campus, while other information will relate to individual courses.

A preliminary task will be agreeing the general for**mat of the website and its content** with the University publications department.

In the past, the prospectus production team has **sent requests to School Administrators** who have then **collected the information from course**, or **programme**, **leaders**. Information is **also requested form the central departments as required**. **Templates have been provided to collect the information in a consistent form**. **Ideas for illustrations, or actual photographs, have been requested at the same time**. When the information has been **collected it needs to be edited for consistency and effectiveness of presentation, grammatical correctness, and conformity to size constraints**. **Key course** **information** is keyed into a **database** for **ease of access**. When the editing has been done, the text needs to be **returned to the originators** to ensure that **no** **factual errors have crept** in. **Careful control** has to be **maintained** to ensure that all **information providers initially submit** the **information needed** and then **check the final text**.

While data gathering is going on, a version of the website can be constructed that will act as a framework for the content once it has been collected. The website needs to go live in time for the next academic intake. The live release deadline is January 11th 2019. It is anticipated the core function of the website is to:

1. Present the University
2. Focus on Schools
3. Zoom in on undergraduate courses and find out about them.
4. Students can make enquiries about specific courses via the website
5. Staff can profile their research and teaching (visible to anyone)
6. All new course information is downloadable as a glossy PDF
7. The website should represent the bright, vibrant and cheery seaside town of Brightmouth, a hub of global technical companies and start ups (mirroring Silicon Valley).

Deliverables

Your group project task is to deliver (using the Excel spreadsheet tool provided only):

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| # | Deliverable | Percentage mark |
| 1 | A complete product backlog for the project | 30 |
| 2 | All sprint backlogs complete with estimates against actuals (you will have to take your best guess, but be consistent throughout the sprints) | 50 |
| 3 | All completed sprint burndown charts | 20 |

Groups: these will be formed within the first two weeks of tutorials. Your group members should come from the same tutorial group. Once the group is formed it is your responsibility to succeed as a group, to communicate and work together to get the best result you can.