**Note to student:**

1. Ensure that you **include this cover sheet** as the first page of your reflection journal.
2. Ensure that you **read, understand and complete the Declaration of Original Work** below.
3. Ensure that you **clearly provide all the following details** for the work to be accurately identified as yours:

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name** |  | | |
| **Admission No.** |  | **S/N** |  |
| **Lecturer** |  | **SIP Class (e.g., GD/SIP/FT/1B01)** |  |

**Read the following notes on plagiarism carefully. Any breach will result in serious discipline action:**

**“Plagiarism occurs when you take sentences or paragraphs or even the whole article written by another person and pass it off as your own work without acknowledging the author or the original source. This is actually cheating and is a breach of examination rules that will not be condoned by the Polytechnic.”**

**(Singapore Polytechnic, 2018)**

* Any student who cheats, attempts to cheat or breaches any examination rules will face disciplinary action. You are to cite all your sources in instances where you have used text, images, diagrams and other types of information from the Internet or other published sources.
* You should cite and paraphrase your sources to avoid plagiarism.
* Students who knowingly assisted in the plagiarism will also be penalised. Hence, do not provide your work to any other student for any purpose whatsoever as you will be held accountable in the event that you have copied another person’s work or allowed your work to be copied by another student.
* Please refer to deck on plagiarism on BB for more details.

**Declaration of Original Work**

Singapore Polytechnic views plagiarism as a very serious offence. To strengthen your academic credibility and demonstrate your personal integrity, it is important that you check and confirm that your work meets the following conditions. **All boxes must be ticked**, **failing which 5 marks will be deducted.**

|  |  |
| --- | --- |
| I confirm that all work contained herein is my own and not plagiarised. |  |
|  |  |
| I have properly cited all my sources in instances where I have used text, images,  diagrams and other types of information from the Internet or other published sources. |  |
|  |  |
| I have not provided my work to any other student for any purpose whatsoever. |  |
|  |  |
| I understand that I will be held accountable in the event that I have copied another person’s work or allowed my work to be copied by another student. |  |

|  |
| --- |
| **1. KNOWLEDGE OF PROBLEM (35 marks)** Using evidence from your primary and secondary research, explain the insights that you have gathered about your problem and why your project is relevant/important to our society. **(Max of 500 words)** |
| **Word count: \_\_\_\_\_** |
| **1a). Citations (5 marks)** Please cite your sources clearly. Do take note that citations include in-text as well as full references for all sources taken from the internet. Use Harvard format for your citations. |
|  |

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| --- |
| **2. KNOWLEDGE OF DT PROCESS (60 marks)**  Explain how you applied the DT tools (e.g., SPICE, POEMS, interviews & observations, clustering & insight gathering, Persona) to help you determine your persona’s needs. Use specific examples from your project to justify your interpretations. **(Max of 700 words)** |
| **Word count: \_\_\_\_\_** |

**~ END ~**