**COMP3014 INDUSTRY**

**ENGAGEMENT**

**20 CREDIT MODULE / 100% COURSEWORK SUBMISSION**

**MODULE LEADER: Anthony Edwards**

**MODULE AIMS:**

* To develop strategies for personal career development.
* To motivate an entrepreneurial approach to final stage project work.
* To engage with support mechanisms for graduate start-ups, innovation and enterprise.

**ASSESSED LEARNING OUTCOME:**

1. Critically evaluate and apply strategies for product placement, marketing and social media.
2. Promote project work effectively to the target market.
3. Participate in appropriate sector events: hackathons, game jams, developer conferences.
4. Apply due diligence in the production, documentation and release of products.

# OVERVIEW

This document contains all the necessary information for *COMP3014 Industry Engagement* assessments. The module is assessed via **100% coursework**, across two elements: *30% Set Exercises* and *70% Project*.

The module provides a commercial context for developers seeking to release games, Apps, software products or compete in national events to build network and establish profile. Topics include creating and protecting intellectual property, product placement, revenue models and licensing, investment, social enterprise, and due diligence. The module includes industry case studies, a guest speaker program, and opportunities for individual mentoring.

Developing a prototype is just the beginning, in a fast-changing sector where products and services come and go overnight, independent developers need survival strategies and commercial insight to achieve success. The module begins with scoping/mentoring activities using a range of online tools and 3rd party services to enable you to establish a clear plan of action with personalised deliverables and milestones. This activity is intended to be used strategically to target a career path, launch and release a game/app/solution and apply/refine the skillset required to identified opportunities to consolidate your personal development. The coursework is based on evidence of this ‘journey’ combined with documentation of agreed deliverables/milestones. Example ‘journeys’ and coursework from previous students on the module will be discussed at the introductory lecture.

You are required to post a weekly progress update to the module forum including a comment and screenshot or link as appropriate.

The output of this module can take various forms. However, no matter the goal, you are expected to engage with an industry that aligns with your goals. For example, if you are releasing a game, then there needs to be evidence of engagement with the target market, so they are aware of the release (Hype train).

Some potential “journey” examples are:

|  |  |
| --- | --- |
| **Open-Source Tool** | Developer facing documentation formal release with relevant license/attribution with feedback from the relevant community to help inform feature set and generate downloads. |
| **Asset Pack** | Fully tested assets with demo scene and user guide, published on Unity Asset store/itch.io.  Genuine engagement with target market to drive downloads and use asset pack in context (game jam, hackathon etc). |
| **App or Game** | Iteration from semester 1 to release page on external platformwith social media, press kit. Develop a hype train for the release of your game! |
| **Developer Profile** | Strong evidence of skills enhancement, certification and/or publication in addition to engagement with sector events. |

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## Table 1: Assessment Deadlines

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Set Exercise** | **%** | **Description** | **Deadline** | **Feedback** |
| Strategy Plan | 30 | Individually, agree with staff your personal strategy based on initial scoping process evidenced by “Strategy Pan” PDF template uploaded to DLE.    Marks for weekly updates and engagement evidenced from DLE forum. | 03/03/2025  15:00 | 23/03/2025 |
| **Project** |  |  |  |  |
| Strategy Journey  Presentation +  Supporting Evidence | 70 | Video presentation of Implemented strategy. Video  Uploaded to DLE    Project promotional video    Portfolio of evidence to support industry engagement. Evidenced by “Evidence Archive Report” PDF template + ZIP archive uploaded to DLE.    Marks for weekly updates and engagement evidenced from DLE forum. | 06/05/2025  15:00 | 26/05/2025 |

All assessments will be introduced in class to provide further clarity over what is expected and how you can access support and formative feedback prior to submission. Whilst the assessment information is provided at the start of the module, it is not necessarily expected you will start this immediately – as you will often not have sufficient understanding of the topic.

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# COURSEWORK 01 – STRATEGY PLAN 30%

## DESCRIPTION

You will complete the “Strategy Plan” template (See DLE) based on the activities described below.

To successfully promote yourself and engage with an industry, you will need to analyse your current skillset and portfolio in relation to an industry’s needs. You will also have to identify current and future opportunities to promote yourself and interact with relevant parties. This information will inform your overall goal and initial strategy plan. Some typical goals include releasing games/apps/software products or compete in national events to build network and establish profile. Due to limited development time, in this module you will use previous project work as a catalyst for industry engagement unless otherwise agreed. Existing work can be iterated upon within the module.

Below are the initial processes for strategy analysis. The detail to which you explore, expand upon, and link together these processes will determine the quality of the strategy. For example, linking individually agreed deliverables to events and activities, competition entries, funding applications, development features, current portfolio, upcoming career paths etc.

**Evidence of Processes:**

## STEP 01 ANALYSE PORTFOLIO AND OPPORTUNITIES FOR RELEASE/OWN DEVELOPMENT

|  |  |
| --- | --- |
| SWOT Analysis | 1. [P](https://www.gliffy.com/blog/the-comprehensive-guide-to-swot-analysis)ost-mortem of previous prototype/project catalogue 2. [E](https://www.mindtools.com/pages/article/newTMC_05_1.htm)valuation of individual core skills/ role |
| Mind Map/s | Explore your analyses ([coggle.it)](http://coggle.it/). |
| User Story Map | For the module using a tool such as [MIRO.](https://miro.com/) “As a developer… to secure career in… with key role as..” Some general guidance can be found [here](https://www.aha.io/roadmapping/guide/release-management/what-is-user-story-mapping) |
| **STEP 02** | **RESEARCH AND RECORD OPPORTUNITIES FOR PERSONAL OBJECTIVES** |
| Timeline | 12 month [Gantt chart](https://www.ganttic.com/) mapping key opportunities/events (game jams/hackathons/trade shows/ conferences/call for papers/journals): For example, [hack.athon.uk](https://hack.athon.uk/) and [indiegamejams.com a](http://www.indiegamejams.com/)nd [guide2research.com o](http://www.guide2research.com/topconf/)r if you are upskilling identify webinars and short courses. |
| **STEP 03** | **STRATEGISE A PLAN OF ENGAGEMENT** |

Roadmap Based on all previous research and analysis, this is a high-level view of your strategy incorporating key events, development tasks, and engagement activities

Personal Strategy / Template provided - include statement of intent based on updated user story with   
Release Plan screenshots and view links to previous live documents.

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**Evidence of Processes - Detail:**

## Postmortem – SWOT Analysis

Review and analyse previous portfolio for release/product launch - You will need to identify an appropriate project which you can iterate and release online. The analysis should be used to identify key areas for improvement for project, and how this relates to your current developer profile (what strengths and weaknesses does your current portfolio evidence in relation to your career path). This analysis will highlight opportunities and potential pitfalls for you and your projects.

## Mind map

You will use a mind mapping tools to scope out appropriate opportunities and explore in detail your Postmortem. This will need to be extensive and detailed flagging dates/locations/milestones/deliverables. For example, an opportunity could be a competition entry, a funding call, a conference submission, a networking event, a game jam, a PR event. You may also elect to schedule your own event such as game jam or workshop to promote your product (prototype/project). Your mind map should be detailed and extensive, you will continue to gather opportunities and revise your strategy accordingly until the final submission.

## Timeline of External Events/Milestones

You will map a 12-month cycle based on your research. This will provide an overview of identified opportunities enabling you to plan a strategy for relevant industry engagement. This can include past events that re occur annually, even if an opportunity is passed it is still useful to review previous entries/submissions/successful bids, review the criteria and draft an application in readiness for the next time around, allowing you to prepare submissions in advance.

You will need to colour code your timeline to distinguish between significant sector events, personal milestones/deliverables and highlight the status of any activity - draft/submission/rejected/accepted etc. You will need to monitor your own progress against this timeline.

To effectively express a timeline with milestones, potentially overlapping information, and different levels of detail, it is recommended to use a Gantt chart.

## Roadmap (High Level View of strategy)

Based on research gathered using your mind map and outline planning using your timeline, you will prioritise a road map of deliverables for this module. This is more than just a shortened version of the timeline as the roadmap will describe all elements of your strategy, not just external events, and milestones. Your roadmap will draw from all work done so far to lay out a high-level view of your strategy. Your roadmap may prioritise new features, release, marketing, finance, etc.

You will need to identify an appropriate tool or service to visualise and manage your roadmap. Like the timeline, a Gantt chart approach would detail this effectively.

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## Objectives

Individuals will need to establish personal objectives that can be delivered and assessed within the module timescale. These objectives will form the focus for the type of deliverables or milestones you propose for your individual roadmap. These objectives should be [SMART.](https://www.managers.org.uk/wp-content/uploads/2020/03/CHK-231-Setting_Smart_Objectives.pdf) Prepare outline statement of intent to include in module documentation.

**Licensing and Due Diligence:**

Depending on agreed deliverables there are various standard documents you could include for the submission such as appropriate end user license, terms of use or certification.

Documentation will also include items such as user guides for release, press kit, license. Alternatively a collection of qualitative or quantitative data based on [user experience testing (](https://en.wikipedia.org/wiki/User_experience_evaluation)anonymized) or other [general software testing.](https://en.wikipedia.org/wiki/Software_testing) You should also consider Copyright, [Design Right a](https://www.gov.uk/design-right)nd related processes. Your documentation can also include legal material such as  [NDA](https://www.gov.uk/government/publications/non-disclosure-agreements)[, LOI](https://www.rocketlawyer.co.uk/documents-and-forms/letter-of-intent.rl)[, HOT,](https://www.rocketlawyer.co.uk/documents-and-forms/heads-of-terms.rl) and [GNU o](https://en.wikipedia.org/wiki/GNU_General_Public_License)r [CC L](https://creativecommons.org/licenses/)icensing drafted in relation to products/services offered/received for further development of your agreed prototype being carried forward for this module.

NB: This is not a formally accredited business module - seek professional advice before entering into any [legally binding documents,](http://www.docracy.com/) this module is designed to introduce a range of strategies and methods and typical documents that you should be aware of during the pre-startup and pre-release phase of any entrepreneurial activity. Always check pricing and terms of third-party services.

## Progress Updates

Weekly progress updates are expected to the DLE forum. This will include showcasing strategy plan artifacts and how you have contributed to the module goals in the week. These posts should be accompanied by screenshots and visual artifacts where suitable. You might choose to use an external platform for posting long form progress updates, but you will be required so summarise and provide a link via the DLE forum. You will be encouraged to engage with other student’s posts.

Retrospective posting is not appropriate.

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# COURSEWORK 01 - DEADLINES

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Part** | **Description** |  |  | **Deadline** | **%** |
| C1 | Strategy Plan | Deliverable | Output |  | 30% |
|  | Initial Scoping + Postmortem | Mind Map + SWOT | DLE forum post | Week 26 (20/01)  Module Week 01 |  |
|  | Evaluation + Trajectory | User Story Map | DLE forum post | Week 27 (27/01) Module Week 02 |  |
|  | Research: Timeline & Milestones | Gantt Chart + Roadmap | DLE forum post | Week 28 (03/02) Module Week 03 |  |
|  | Review and agree personal strategy based on initial scoping process. | Strategy Plan | DLE forum post | Week 29 (10/02)  Module Week 04  +  Week 30 (17/02)  Module Week 05 |  |
| **DLE Submission** | | | | | |
|  | Strategy plan submission based on template provided. Uploaded to the DLE. | | | Week 30  03/03/2025  15:00 | 30% |

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# COURSEWORK 01 – MARKING RUBRIC: STRATEGY PLAN - 30%

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Pass (40%+)** | **Good (50%+)** | **Merit (60%+)** | **Distinction (70%+)** | **Grade** |
| **STRATEGY PLAN** |  |  |  |  |
| Plan outlines some relevant objectives.    Industry to engage with is identified and links to objectives.    Appropriate topics shown through tools (SWOT etc) but limited depth/analysis present. | Objectives are clear and identify how you will be engaging with industry.    Tools (SWOT etc) are used to explore own self and industry with enough detail to outline the current state of play.    Summary identifies a plan moving forwards with justifications outlined. | Objectives are SMART.    Objectives are clearly broken down and analysed in detail through tools (SWOT etc).    Needs of the industry are also clear and brought into all analysis and roadmap.    Summary describes a clear route to objectives through the module with reflection and analysis present in justification. | Summary identifies actionable outcomes and appropriate strategies to implement.    Summary is critical when justifying plan for the module.    Analytical tools (SWOT etc) have great detail to inform goals, expressing opportunities based on analysis of self and the relevant industry. | **90%** |
| **ENGAGEMENT** |  |  |  |  |
| Some posts present on the  DLE forum    Detail is limited on what has been achieved | Regularly posts to the DLE forum with clear information of progression | Posts most weeks.    Posts detail of progression with screenshots, and appropriate links that clearly describes the individual’s progress. | Always posts every week to the forum. | **10%** |

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# COURSEWORK 02 – INDIVIDUAL JOURNEY PITCH, PROMO & EVIDENCE 70%

## DESCRIPTION

You will deliver at least two videos: “Journey Pitch” and “Promotional Video”. These videos will be supported by documentation that evidences achieved milestones and provides data for the effectiveness of your implemented strategy.

**Journey Pitch:**

A pre-recorded presentation/pitch (< 7 mins) with voiceover describing your journey on this module:

* Your strategy for industry engagement
* Analysis and reflection of strategy implementation

You may also add a show reel, game trailer or APP walkthrough to a playlist as appropriate.

Using a voice over, highlight the initial strategy identified using smart objectives, outline action taken, roadmap planned, key milestones achieved and external interest or recognition of the process/product. Use appropriate screen captures, event documentation to convey your ‘journey’ concluding with status of product. This may include downloaded stats, reviews, exposure achieved etc. Normally this will also include using the various module processes; mind map, SWOT, timeline etc. Remember to inset at a size and resolution where the data can be clearly seen!

Some suggested presentation tools are [PowerPoint](https://www.microsoft.com/en-us/microsoft-365/powerpoint) [Strut,](http://strut.io/index.html) [Prezi](https://prezi.com/)[, Videoscribe](http://www.videoscribe.co/)

**Promotional Video:**

The promotional video will normally be for the release version of the prototype tabled at the start of the module. Typically, a code library, asset pack, open-source project, app or game. This can include developer commentary or soundtrack as appropriate for the target audience.

The required resolution and compression settings for all videos are shown below.

**Video Format:**

## File-Type: MP4

|  |  |
| --- | --- |
| **Resolution:** | 1440p (2K) |
| **Framerate:** | 30 |
| **Video Bitrate:** | 16 MBS |
| **Audio Bitrate:** | Mono – 128 kpbs, Stereo – 384 kpbs |
| **Compression:** | H.264 |

Please note that the videos are required for submission. It is likely that these videos will exceed the 150mb limit of a DLE upload. For this reason, please upload to OneDrive and provide a shareable link.

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**Evidence of Journey:**

The evidence of Journey will have two deliverables.:

1. An archive of evidence for your engagement and strategy implementation.

1. You will complete the “Evidence Archive Report” template (See DLE) that details the meaning of items held within the Evidence Archive.

The archive of evidence will predominantly serve two purposes. Firstly, it will provide evidence of achieved milestones and deliverables against your approved roadmap. Typically, an external-facing publication/release page on 3rd party service. This also includes related documentation of events and activities, competition entries, applications and draft legal documents, comparative analysis of competitors, results of usability testing, evidence of external reviews, link to release page on Unity Asset Store/itch.io/GIT/Google Play etc.

Secondly this archive will evidence any data that supports your strategy efficacy. For example, as you implement your “journey”, it is important to show evidence of engagement and response to that engagement. For example, if you were creating a “hype train” for a release, one point of evidence of success would be an increase in social media activity around the release. This evidence needs to be captured and recorded. Additionally, you should be analysing your approach as you progress through this module and adjust it where required. For example, how can you build the best “hype train”? Does the time of day of social media posts effect the response from your target market? Is it more effective to promote your release at an event?

It is expected that you will have some deviation of your approach compared to the initial strategy plan as you refine based on that data gathered during the module. Evidence of tweaks to strategy implementation based on data collected will score higher marks.

## Progress Updates

You are required to maintain regular contact and post weekly updates on progress on the DLE forum. These posts should include a summary update and screenshot of the week’s deliverable and view link if appropriate. We use these interim deliverables to provide a focus for mentoring. You should draft documents in advance of each weekly workshop, discuss with peers/module staff during weekly workshop and then post an update with summary comment/screenshot and or link. You will iterate project work alongside this process, seeking guidance during workshops. Extra credit for detailed weekly posts, and constructive comments on each other’s posts and sharing events/opportunities via DLE forum.

The structured activities and mentoring process is complimented by a weekly lecture/seminar series including inputs from the module team and guest speakers subject to availability. A schedule will be posted on the module site.

## Formative Reviews

Formative reviews will take place periodically to provide individual feedback. It is expected that this feedback will also involve peers. The process of analysis will help inform your own work. In these sessions, you will be split into smaller groups and each person assigned a peer to provide some written feedback on the progress. This feedback will be guided by an online form and the marking criteria.

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# COURSEWORK 02 – DEADLINES

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Part** | **Description** |  |  | **Deadline** | **%** |
| C2 | Journey Pitch, Promo + Supporting Evidence | Deliverable | Output |  | 30% |
|  | Progress update 06 | Summary + screenshot + URL | DLE forum post | Week 31 (24/02) Module Week 06 |  |
|  | Progress update 07 | Summary + screenshot + URL | DLE forum post | Week 32 (03/03) Module Week 07 |  |
|  | Progress update 08 + Formative Review | Summary + screenshot + URL | DLE forum post | Week 33 (10/03)  Module Week 08 |  |
|  | Progress update 09 | Summary + screenshot + URL | DLE forum post | Week 34 (17/03) Module Week 09 |  |
|  | Progress update 10 + Formative Review 01 | Summary + screenshot + URL | DLE forum post | Week 35 (24/03) Module Week 10 |  |
|  | Progress update 11 | Summary + screenshot + URL | DLE forum post | Week 36 (31/03) Module Week 11 |  |
|  | Easter Break |  |  | Week 37 - 39 |  |
|  | Progress update 12 + Formative Review 02 | Summary + screenshot + URL | DLE forum post | Week 40 (28/04) Module Week 12 |  |
| **DLE Submission** | | | |  | |
|  | Submit journey pitch and promotional videos to DLE. Supply links to OneDrive if exceeding the 150mb upload limit.    Submit portfolio of evidence supporting claims made in journey pitch. ZIP archive. | | | Week 40  06/05/2025  15:00 | 70% |

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# COURSEWORK 02 – MARKING RUBRIC: INDIVIDUAL JOURNEY PITCH, PROMO & EVIDENCE 70% (Part 01)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Pass (40%+)** | **Good (50%+)** | **Merit (60%+)** | **Distinction (70%+)** | **Grade** |
| **INDUSTRY ENGAGEMENT JOURNEY** | |  |  |  |
| Strategy is broadly implemented and aligns with module goals.    Some relevant description of what has gone well and what could be improved.    Promotional video present and outlines key features of prototype. | Most strategy goals are implemented and evidenced.    Implementation is evaluated in the context of strategy goals.    Reflection is present and aligns to the context of the strategy goals.    Promotional video is cleanly edited and aligns key features to proposed problem domain. | Strategy Implementation uses a variety of approaches to achieve module goals.    Evaluations use sufficient evidence to support arguments. Evaluations consider insights gathered from chosen industry.    Reflection on own approach is supported by actionable tasks that can help shape any identified changes required.    Promotional video is well scripted (concise, informative) and details why the prototype’s feature set is suited to the problem domain. | Strategy implementation is iterated upon through module. Any changes to strategy are clearly justified and evidenced through data collected.    Evaluations and reflections are critical.    Journey is able to highlight and justify best practice and key challenges for achieving strategy goals.    Promotional video is clearly pitched to the intended audience and themed to a good standard (sound, editing, language used etc). | **45%** |
| **SUPPORTING EVIDENCE** | |  |  |  |
| Limited documentation of engagement but enough to justify attempts have been made to engage with applicable industry.    Output (prototype etc) is staged appropriately for required industry. | Documentation presented suggests some genuine interaction with chosen industry.    Output (prototype etc) is supported by documentation that clearly describes intended use.    Output (prototype etc) is a catalyst for engagement. | Documentation evidences most milestones have been engaged with.    Where required, evidence is consolidated and organised for readability.    Output (prototype etc) is supported by documentation that considers intended industry/market, including terms and conditions of use. | Documentation highlights multiple data points to describe and clarify the extent to which engagement with industry has occurred.    Documentation evidences all milestones have been engaged with. (feedbakcongamejamestoo)    Output (prototype etc) is used strategically to drive engagement. | **45%** |

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# COURSEWORK 02 – MARKING RUBRIC: INDIVIDUAL JOURNEY PITCH, PROMO & EVIDENCE 70% (Part 02)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Pass (40%+)** | **Good (50%+)** | **Merit (60%+)** | **Distinction (70%+)** | **Grade** |
| **ENGAGEMENT** |  |  |  |  |
| Some posts present on the  DLE forum.    Detail is limited on what has been achieved. | Regularly posts to the DLE forum with clear information of progression. | Posts most weeks.    Posts detail of progression with screenshots, and appropriate links that clearly describes the individual’s progress. | Always posts every week to the forum. | **10%** |

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# REFERENCING

The University of Plymouth Library has produced an online support referencing guide which is available here: [http://plymouth.libguides.com/referencing.](http://plymouth.libguides.com/referencing)

Another recommended referencing resource is [Cite Them Right Online;](http://www.citethemrightonline.com.plymouth.idm.oclc.org/) this is an online resource which provides you with specific guidance about how to reference lots of different types of materials.

The Learn Higher Network has also provided a number of documents to support students with referencing:

References and Bibliographies Booklet: [http://www.learnhigher.ac.uk/writing-for-university/referencing/references-and-bibliographiesbooklet/](http://www.learnhigher.ac.uk/writing-for-university/referencing/references-and-bibliographies-booklet/)  Checking your assignments’ references:

[http://www.learnhigher.ac.uk/writing-for-university/academic-writing/checking-yourassigments-references/](http://www.learnhigher.ac.uk/writing-for-university/academic-writing/checking-your-assigments-references/)

## PLAGIARISM

For all reports, all of your work must be of your own words. You must use references for your sources, however you acquire them. Where you wish to use quotations, these must be a very minor part of your overall work.

Through development, you must write your own code. It is ok to use tutorials, but the expectation is that you use the tutorial to guide key principles used in your code and asset creation. Where code or assets have been created by third parties, these need to be referenced and credited as the licensing instructs.

To copy another person’s work is viewed as plagiarism and is not allowed. Any issues of plagiarism and any form of academic dishonesty are treated very seriously. All your work must be your own and other sources must be identified as being theirs, not yours. The copying of another persons’ work could result in a penalty being invoked.

Further information on plagiarism policy can be found here:

Plagiarism: [https://www.plymouth.ac.uk/student-life/your-studies/essentialinformation/regulations/plagiarism](https://www.plymouth.ac.uk/student-life/your-studies/essential-information/regulations/plagiarism)

Examination Offences: [https://www.plymouth.ac.uk/student-life/your-studies/essentialinformation/exams/examhttps://www.plymouth.ac.uk/student-life/your-studies/essential-information/exams/exam-rules-and-regulations/examination-offencesrules-and-regulations/examination-offences](https://www.plymouth.ac.uk/student-life/your-studies/essential-information/exams/exam-rules-and-regulations/examination-offences)

## TURNITIN

Turnitin [(http://www.turnitinuk.com/)](http://www.turnitinuk.com/) is an Internet-based 'originality checking tool' which allows documents to be compared with content on the Internet, in journals and in an archive of previously submitted works.  It can help to detect unintentional or deliberate plagiarism.

It is a formative tool that makes it easy for students to review their citations and referencing as an aid to learning good academic practice. Turnitin produces an ‘originality report’ to help guide you. To learn more about Turnitin go to<https://guides.turnitin.com/01_Manuals_and_Guides/Student/Student_User_Manual>

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# EXTENUATING CIRCUMSTANCES

There may be a time during this module where you experience a serious situation which has a significant impact on your ability to complete the assessments. If you feel you are falling behind on the module, please contact the module leader to talk through a best approach.

If circumstances out of your control do significantly interrupt your studies, please visit your personal tutor for guidance through the university’s procedures in such a situation. An overview (with links to more detail) for the extenuating circumstances policy can be found: [https://www.plymouth.ac.uk/student-life/your-studies/essentialinformation/exams/exam-rules-and-regulations/extenuating-circumstances](https://www.plymouth.ac.uk/student-life/your-studies/essential-information/exams/exam-rules-and-regulations/extenuating-circumstances)

## Referrals

Students are allowed 2 attempts at any module. However, without Extenuating Circumstances (EC’s) the second attempt is then capped at 40%.

All marks for assessments are provisional when issued to you. They become confirmed after a panel meeting that takes place in June. After that panel, if you have failed the module, the panel can offer you one of two decisions. The first decision may be to offer you the chance to take the module again over the summer, or if you have failed multiple modules, they may offer you the chance to repeat the module the following year.

Please note doing the module as a referral is not easier. In some ways it is harder because there is no more tuition. The referral would not be two pieces of coursework but would be one piece of coursework that combines the two elements. A new piece of work is issued for the referral you would not complete the original.

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