ASSIGNMENT 3

Subject	:	Technology and Information System (SECP1513)
Session	:	2023/2024 Semester 1
Task	:	Video on
		a. Visit to UTMDigital (Dec 2023)
		b. Virtual Talk on "UTMDigital – Our Digital University Driver"
Title	:	Video on Visit to UTMDigital and the Attended Virtual Talk
Duration	:	10 days after your visit to UTMDigital (20 December 2023 until 30 December 2023 before 12.00 am)
Submission	:	This is a **GROUP WORK** and submit it **INDIVIDUALLY**
		a. Upload YouTube video link (in .pdf format) via UTM E-learning
		b. Upload YouTube video link via GitHub (**A WEEK** after a submission through UTM E-learning)

Recording link: https://drive.google.com/drive/folders/1B_4Bunv7fPiEoW6-SrMqO8oJLDCi0wF7?usp=sharing

Instructions:

Students are required to prepare a VIDEO which include:
   a. Visit to UTMDigital
   b. The Virtual Talk on UTMDigital

The video contributes 10% of the course assessment and is a group assignment, however submit it INDIVIDUALLY. The video can be created using any related software and its content is based on visit to UTMDigital and the virtual talk. The video includes:

1. Introduction of your group and the visit (Your group profile – members, section, faculty, organization you visited, names and positions of faculty members who accompanied students, total number of people that took part in it)

2. Overview of the Program/Visit
   Here you provide the timeline of the visit, enumerating, point by point, every part of your journey. Where and when you started, where and when you attended the virtual talk. Give a glance of recording during the visit (activities, the department that you visited)

3. Detail presentation on UTMDigital
   Visualize the more significant stages of your visit in greater detail. Describe company profile and structure of UTMDigital, their services and other related information. If you visited particular facilities, you enumerate them and their locations, mention staff members accompanying you during the visit and what new information you got in the process. Include recording on the interview that you conducted with any of the UTMDigital staff regarding appropriate information related to services delivered by UTMDigital. State the name and position of the interviewee, the list of interview questions and received answers

4. The attended virtual talk
   Describe when and where the talk took place, how long they lasted, who conducted them, what they were about, what you've learned, and your general impressions. Also include a glance of the recorded talk

5. Conclusion and reflection
   Include your impressions about the visit. Give opinions of the entire event: Do the activities give benefit to the student (whether it was useful or not), How do these activities impact on the outcome of the course/subject? Do you learn something impactful from the activity? Do the activities spark excitement/interest among the student? Do you feel that visiting the organization and attending the talk helps you learn the course material better? Provide justifications. You may also add other information such as whether the UTMDigital's staff was helpful and supportive, whether you got any particular new knowledge and experiences from it and so on.
   .
6. The limit time for the video is 3 - 5 minutes.

7. Every group should create the video using your own works. PLAGIARISM of the content is prohibited. If any of the content is known to be copied from other group/resources, you will be given 0 mark.

Rubrics for Video (10%)

Criteria	Excellent 10-7	Fair 6-4	Basic 3-0	Weightage	Marks
Originality	The video shows great originality. The video is creative and interesting	The video shows certain originality	The student copy ideas from other group/resources. The video is boring	5	___ X 5 10
Content: Introduction of group and Overview of the Program/Visit	Video includes enough material to give a deep understanding of the visit. The knowledge of the topic is excellent	Video includes most material but is lacking few key points	Video is missing a lot of key points and has inaccuracies that make it a poor video	10	___ X 10 10
Content: Detail presentation on UTMDigital which include Interview Session with UTMDigital Staff	-Good and Comprehensive elaborations including Company Profile, Structure and Services	Moderate explanations on Company Profile, Structure and Services	Poor explanation on Company Profile, Structure and Services	10	___ X 10 10
	-The interview session was well recorded and placed in the video - Person interviewed is extremely appropriate for the topic, the name and position of the interviewee are clearly mentioned in the video -Questions asked are in logical order, appropriate for the topic and to draw out information from person interviewed -Audio quality of the recording is good			10	___ X 10 10
	All of the above aspect are well considered and covered	All of the above aspect are moderately considered and covered	Some of the aspect are considered but poorly covered		
Content: The attended Talk	The session was well explained, recorded and placed in the video	The session was moderately explained, somewhat recorded and	The session was poorly explained and recorded	15	___ X 15 10

		placed in the video			
Content: Conclusion and Reflections	1. Do the activities give benefit to the student? 2. How do these activities impact on the outcome of the course/subject? 3. Do you learn something impactful from the activity? 4. Do the activities spark excitement/interest in the student? 5. Do you feel that visiting the organization and attending the talk helps you learn the course material better? Provide justifications			20	___ X 20 10
	Excellent explanation of point 1-5. The conclusion and reflection are strong and leaves the viewer with a feeling that they understand what the student is "getting at"	Fair explanation of point 1-5. The conclusion and reflection are recognizable but does not tie up. Several loose ends	Poor explanation of point 1-5. There is no clear conclusion and reflection, the video just ends		
Media	Multimedia	Video, Text, image	Text, image	5	___ X 5 10
Sequencing of Information	Communication of facts is organized in a comprehensible, logical way	Most information is organized in a comprehensible, logical way	There is no apparent plan for the organization of information	5	___ X 5 10
Delivery and Videography Clarity	Presentation is very well prepared and deliver results in a clear and concise manner. Volume, pacing and gestures contribute maximally to the presentation	Presentation is somewhat prepared. Good voice volume, tone and pacing. Some appropriate gestures that supported the presentation	Presentation is clearly unprepared. Poor voice volume, tone and pacing inappropriate gestures which detracted from the presentation	10	___ X 10 10
Time Limit	3 – 5 minutes	5 – 8 minutes	More than 8 minutes	5	___ X 5 10
Timeliness	Submission of video "on time"	One day late	More than one day late	5	___ X 5 10
Total				100	