

Assessment Brief: Individual Coursework 2024–25

Assessment Details

Course Title:	Software Engineering
Course Code:	NCHNAP688
Course Leader:	Katia Punter
Level:	6
First, Second, or Third Sitting:	First Sitting
Assessment Title:	Summative Assessment One
Assessment Number:	AE1
Assessment Type:	Report (workplace case study)
Restrictions on Time/Length:	2,000 words +/- 10%, excluding data tables
Assessment Weighting:	60%
Issue Date:	02 June 2025, 9:00
Hand-in Deadline:	11 July 2025, 23:59
Planned Feedback Deadline:	22 August 2025, 23:59
File Format Accepted:	PDF, ZIP, TXT (a link to a GitHub repo)
Mode of Submission:	Canvas
Anonymous Submission:	NO

Assessment Task

The final submission for this coursework is a report in the form of a README documentation file. This report should be based on a software engineering project you have completed specifically for this assignment, ensuring that the project is thoroughly covered and includes the subtasks listed below.

1. **Propose** a new product for your employer or a small-scale side project for yourself or your team. It may be:
 - a. A simple web app, for example, a currency converter (written in HTML, CSS, and JavaScript)

- b. A data product, for example, a Jupyter notebook with data visualisations that collect data from a web API or an online SQL database
2. **Design and prototype** your product using Figma or an alternative
3. **Plan** your project using modern planning techniques (for example, agile with sprints). Use a project management tool (for example, GitHub Projects, a free alternative to Jira). Add a dedicated section to your README that shows how you have used your project management tools
4. Capture the requirements for your project as issues or **tickets** accessible via your chosen project management tool
5. Build the minimal viable product (MVP) or prototype step by step and have a dedicated section in the README that **narrates the process**
6. Use **Test Driven Development** to produce some of the codebase for your product and set up CICD (for example, with GitHub Actions)
7. Use GitHub or an alternative to add features to your prototype or MVP **gradually**
8. **Document** your MVP with both user and technical documentation. The user documentation should guide end users on how to use your app, while the technical documentation should explain the code, how to run the application locally, and how to conduct tests
9. Maintain the ticketing system to keep the documentation up-to-date. Conventionally, **one ticket is one feature corresponding to one branch and one pull request. Bug tickets are documented differently** from feature tickets
10. Evaluate your product in a dedicated “**Evaluation**” section of your README

Submission

This summative assessment is **non-anonymous**. You need to submit a link to your GitHub repository, ensuring it is public or that your teacher is added as a collaborator if the repository is private. Additionally, you must submit a PDF of your README in the root of your Canvas submission so that your grade can include inline feedback and Turnitin can perform plagiarism checks. Finally, you must submit a ZIP folder downloaded from your GitHub repository. This backup ensures we have a copy of your work for future audits, even if you delete your GitHub repository.

You need to submit the following items:

1. A link to your GitHub repository. Ensure the repository is public, or add your teacher as a collaborator if it is private. A .txt file is the best

2. A PDF of your README file that is included at the root of your Canvas submission for inline feedback and plagiarism checks
3. A ZIP folder that was downloaded from your GitHub repository as a backup for our future audits in case your remote repository is deleted

Assessment Criteria

This assignment will be evaluated against the specific learning outcomes.

On successful completion of this assessment, students should be able to:

Knowledge and Understanding

- K1c Have critical knowledge and understanding of the design principles behind software development and be able to describe and comment on the state-of-the art developments in the discipline.
- K2c Have a systematic understanding of the principles behind effective software project management, including planning, requirements gathering, cost-time analysis, resource constraints, regulations, scale-up, deployment, organisation goals and working in teams.
- K3c Critically understand the role of verification and validation in software engineering.

Subject-Specific Skills

- S1c Apply effective design principles for the development of analytical algorithms and/or software systems and be able to critically evaluate a design approach.
- S2c Apply in-depth knowledge and understanding to plan, evaluate, test and document a software design.
- S3c Devise and sustain arguments to solve problems and apply professional project management techniques to plan a project, including people, cost, resources and risk management.

Transferable Skills

- T1ci Demonstrate project management skills and a professional approach.
- T1cii Utilise an advanced level of technical proficiency of written English, while effectively applying scholarly terminology, to critically evaluate, analyse and make judgements and apply these appropriately to a range of diverse contexts.
- T2c Effectively communicate to a range of stakeholders through professional documentation.
- T3c Exercise initiative and personal responsibility to analyse a problem specification and design a solution.

The criteria for this assessment are also detailed in the rubric, which can be found in the Canvas submission portal for this assessment.

Submitting Assessments

You have three submission attempts, but only the last submission will be graded. If your last submission attempt is late, you will receive the late penalty even if you have a previous submission that was on time. Please make sure to avoid multiple submissions for assessments with multiple components, as only the last attempt will be graded. Upload several files in one submission attempt instead.

If your assessment requires anonymous submission (see the assessment details table at the top of your assessment brief), please be sure you have left your name off of your submission and out of the submission file name, as failing to do so may result in a 0% mark on the assessment.

Refer to the assessment details table in your assignment brief for acceptable file formats. Do not submit .zip files (unless explicitly required by the assessment brief); use the 'add files' function to submit multiple files instead. If you are submitting a physical artefact, you must also provide clear and thorough documentation (such as in the form of photographs or a video) of your submission by the deadline; see the bottom of this section for guidance on submitting video files.

Please ensure that you tick the agreement box at the very bottom of your Canvas submission page (scroll down if you don't see it). This will enable you to select 'Submit Assessment.' Please review the submitted file to ensure that everything is in order.

If you encounter any issues with submission, e-mail a copy of your assignment before the deadline to you Success Manager, coping in learning.tech@nulondon.ac.uk along with screenshots of the problem on Canvas, showing a timestamp.

To turn on notifications for submission confirmation emails:

- Canvas in your browser: Account > Notifications > Turn on the bell for 'All submissions'
- Canvas app: Settings > Email Notifications > All submissions.

To submit a video recording: Select the 'Panopto video' icon in the text entry box in your submission portal. You can upload a video file of any format from your media library by selecting 'upload,' choosing 'my folder' in the drop down menu, and clicking 'insert.' You should be able to play the video back once it processes. See further explanation, including guidance on recording videos using Panopto, in this support article: ['How to Submit a Video Assignment in Canvas.'](#)

Marking

For summative assessments, the University uses two common assessment marking schemes – one for undergraduate and one for postgraduate – to mark all taught programmes leading to an award of the University.

Undergraduate Common Marking Scheme:

First Class	Upper Second Class	Lower Second Class	Third Class	Fail
100	68	58	48	35
95	65	55	45	20
85	62	52	42	5
80				0
75				
72				

Postgraduate Common Marking Scheme:

Distinction		Merit		Pass		Fail	
100	Highest possible distinction	68	High merit	58	High pass	48	High fail
90	Extremely high distinction	65	Mid merit	55	Mid pass	42	Mid fail
85	High distinction	62	Low merit	52	Low pass	35	Clear fail
75	Mid distinction					20	Fail
72	Low distinction					5	Almost no attempt
						0	No attempt Late submission

More detailed information on the common assessment marking scheme and the criteria can be found in the Course Syllabus, available on the University's VLE.

For formative assessments, an indicative grade band will be awarded.

Undergraduate:

First Class	Upper Second Class	Lower Second Class	Third Class	Fail
>= 70%	69 - 60%	59 - 50%	49 - 40%	< 40%

Postgraduate:

Distinction	Merit	Pass	Fail
>= 70%	69 - 60%	59 - 50%	< 50%

Learning Outcomes

This assessment will enable learners to demonstrate in full or in part the learning outcomes identified in the Course Descriptor.

On successful completion of this assessment, learners should be able to:

Knowledge and Understanding

- K1c. Have critical knowledge and understanding of the design principles behind software development and be able to describe and comment on the state-of-the-art developments in the discipline.
- K2c Have a systematic understanding of the principles behind effective software project management, including planning, requirements gathering, cost-time analysis, resource constraints, regulations, scale-up, deployment, organisation goals and working in teams.
- K3c Critically understand the role of verification and validation in software engineering.

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Accessing Feedback

Apprentices can expect to receive feedback on all summative coursework within 28 calendar days (excluding study breaks) of the submission deadline or, if applicable, the last oral assessment date, whichever is later. The 28 calendar day deadline does not apply to work submitted late. Feedback can be accessed through the assessment link on the Canvas course page.

Late Submissions

Please ensure that you submit your assignment well before the deadline to avoid any late penalties, as a submission made exactly on the deadline will be considered late. Please keep in mind that there may be differences between your computer's clock and the server time, which can cause discrepancies, and that Canvas may take some time to process your submission.

Your Canvas submission portal displays two due dates: one is the deadline for your assignment, and the second is the latest possible date by which your assignment can be submitted late. Please make sure you submit by the assessment deadline in order to avoid late penalties.

If assessments are submitted late without approved Extenuating Circumstances, there are penalties:

- For assessment elements submitted up to one day late, any passing mark will receive 10 marks deducted or a threshold pass (40% for undergraduate, 50% for postgraduate), whichever is higher. Any mark below 40% for undergraduates and below 50% for postgraduates will stand.
- Learners who do not submit their assessment within one day of the deadline, and have no approved Extenuating Circumstances, are deemed not to have submitted and to have failed that assessment element. The mark recorded will be 0%.
- For assessment subelements, late submission will result in non-submission penalties deducted according to the marking criteria above.

For further information, please refer to [AQF7 Part C in the Academic Handbook](#).

Extenuating Circumstances

The University's Extenuating Circumstances (ECs) procedure is in place if there are genuine circumstances that may prevent a learner from submitting an assessment. If the EC application is successful, there will be no academic penalty for missing the published submission deadline.

Learners are normally expected to apply for ECs in advance of the assessment deadline. Learners may apply for consideration of ECs retrospectively if they can

provide evidence that they could not have done so in advance of the deadline. All applications for ECs must be supported by independent evidence.

Successful EC applications for live oral assessments, including vivas, will result in a deferral of the oral to be organised by faculty and apprentices for a date as close as possible to the original presentation date. The deadline for supplementary materials, if assigned, will be carried forward by the length of the oral assessment extension.

Missing an oral assessment, including a compulsory viva, without an approved EC will result in a non-submission for the entire assessment and, accordingly, a recorded mark of 0%.

Apprentices are reminded that the ECs procedure covers only short-term issues (within 28 days leading to the submission deadline) and that if they experience longer-term matters that impact on learning then they must contact [Student Support and Development](#) for advice.

Under the Extenuating Circumstances Policy, learners may defer an assessed element on only one occasion and may request an extension on a maximum of two occasions.

For further information, please refer to the [Extenuating Circumstances Policy](#) in the Academic Handbook.

Academic Misconduct

Any submission must be a learner's own work and, where facts or ideas have been used from other sources, these sources must be appropriately referenced. The University reserves the right to hold a viva if there are concerns about the authenticity of a learner's work. The Academic Misconduct Policy includes the definitions of all practices that will be deemed to constitute academic misconduct. This includes the use of artificial intelligence (AI) where not expressly permitted within the assessment brief, or in a manner other than specified. Learners should check this policy before submitting their work. Learners suspected of committing Academic Misconduct will face action under the Policy. Where learners are found to have committed an offence they will be subject to sanction, which may include failing an assessment, failing a course or being dismissed from the University depending upon the severity of the offence committed. For further information, please refer to the [Academic Misconduct Policy](#) in the Academic Handbook.

Referrals

If you fail this assignment the first time that you sit it, you will typically be given an opportunity to resit it, subject to the approval of the Progression and Award Board. This is called a referral and your mark will be capped at the pass mark. Referrals will use the same assessment brief as the first sitting and you will be able to rework your previous submission. It is strongly recommended that you carefully consider the feedback received on your original submission and use it to improve your work. The deadline for a referral will be communicated to you after the Progression and Award

Board has confirmed your mark and approved the referral attempt. The details of reassessment regulations can be found in the [Academic Quality Framework Chapter 7, Part C \(AQF7C\)](#). Please note that if you fail at the first attempt due to proven academic misconduct, and you are permitted a second attempt, you will usually be provided with a new assessment brief.

Version History

Title: Assessment Brief Template Approved by: The Quality Team					
Version number	Date approved	Date published	Owner	Location	Proposed next review date
4.0	March 2023	March 2023	Registrar	VLE	March 2024
3.0	August 2022	August 2022	Registrar	VLE	July 2023
2.3	December 2021	December 2021	Registrar	VLE	August 2022
2.2	August 2021	August 2021	Registrar	VLE	August 2022
2.1	September 2020	September 2020	Registrar	VLE	August 2021
2.0	September 2020	September 2020	Registrar	VLE	August 2021
1.0	August 2019	August 2019	Registrar	VLE	August 2020
Referenced documents	AQF7 Academic Regulations for Taught Awards; Extenuating Circumstances Policy; Academic Misconduct Policy; Course Syllabus				
External Reference Point(s)	UK Quality Code Theme: Assessment				