Government of Western Australia
North Metropolitan TAFE

Assessment Task

Qualification national code and title	ICT50220 – Diploma Information Technology (Advanced Programming)
Unit/s national code/s and title/s	Innovation Project: ICTSAS517 – Manage client problems BSBXTW401 – Lead and facilitate a team

Assessment type (☑):

☐ Questioning (Oral/Written)

☐ Practical Demonstration

☐ 3rd Party Report

☒ Other – Project/Portfolio *(please specify)*

Assessment Resources:

Word processor - (Microsoft Word, WordPad etc.)

Assessment Instructions:

This assessment requires you to write a self-reflection report that reviews the group project and your involvement in it. It will establish your participation and form as a conclusion to the project by evaluating performance. Including the leading and facilitating of the team. This assessment forms part of the evidence of participation and collaboration for this unit and is required to complete the cluster.

Submission date: Session 18.

Assessment Conditions
During the units you will have classes allocated to complete assessments. During this time, the assessment conditions will emulate the industry working environment. You should expect interruptions, differing noise levels and time variances as a result. In class time also forms aspects of observational evaluation for the purposes of assessment.

This assessment is an individual assessment submission. Every member of the group should submit their own personal self-reflection. If you require additional support completing this written assessment, please contact your lecturer/assessor who may be able to provide reasonable adjustment.

Assessment Instrument:

RTO Code 52786   CRICOS Code: 00020G

Folder location: Click here to enter text.

Current Template Version: February 2020
Assessment task last updated:
Page 1 of 2

F122A12
Uncontrolled Copy When Printed

Qualification national code and title	ICT50220 – Diploma Information Technology (Advanced Programming)
Unit/s national code/s and title/s	Innovation Project: ICTSAS517 – Manage client problems BSBXTW401 – Lead and facilitate a team

Assessment 3 – Self-Reflection Report

Complete an individual self-reflection report that discusses the group project and your involvement. Here are some questions to help complete the report, feel free to add anything else in this section you feel necessary:

- Your role and your involvement within the group project.
- Reflect upon your performance and the group's performance.
- Look over the project and highlight what you have gained from the experience (positive or negative).
- Would you do anything differently if you did it again and why?
- Did you meet the group/your own objectives from the beginning?
- Discuss challenges you faced during the project, particularly while leading the team. How did you overcome these and what would you improve or do differently if you completed it again?
- What did you learn from the experience overall, highlight key learnings from the process?

Requirements:

1. Your report must be at least 800 words.
2. Identify two client problems faced throughout the course of the planning and development of the solution.
3. Highlight the possible solutions that could have been implemented from these problems including their impact to project, scope and stakeholders.
4. Discuss actual solution to problem and its impact to project, scope and stakeholders.
5. According to workplace policy, what changes to the documentation were made?
6. Highlight a scenario where feedback was gathered on the product and how that feedback was resolved.
7. Highlight what if any processes changed because of the feedback. (Think of communication arrangements, scope changes, features/backlog adjustment etc)
8. Mention how these changes were followed up according to the simulated workplace policies and procedures.

RTO Code 52786   CRICOS Code: 00020G

Folder location: Click here to enter text.

Current Template Version: February 2020
Assessment task last updated:
Page 2 of 2

F122A12
Uncontrolled Copy When Printed