

ASSESSMENT TASK 2: PRELIMINARY EXECUTIVE REPORT
AUSTRALIA

Aligned subject learning outcomes	<ul style="list-style-type: none"> • Apply and develop data science consultancy skills. • Managed stakeholder engagement and network with industry professionals. • Apply and assess different methods and techniques of applied research. • Demonstrate and apply time and project management skills. • Demonstrate and apply advanced theoretical and technical knowledge of data science to an industry or research problem. • Apply advanced research, consultancy, and presentation skills. • Engage effectively with others to critically examine different viewpoints and, work productively in a group by coordinating activities, allocating tasks and synthesising different materials and viewpoints. • Communicate the findings of a formal piece of work and meet a deadline. • Reflect on knowledge learned of theory and business practices for future learning and ongoing professional development.
Work-based skills	<ul style="list-style-type: none"> • Distinguish client problems and opportunities that may require management consultancy. • Communicate advice effectively in written and oral forms to a senior executive audience for their consideration, decision-making and implementation.
Group or individual	Group
Length	A single group document (1000 words) with individual sections highlighted with explicit team member contribution
Weighting	25% (meeting attendance is a pass requirement)
Due date	Due, 11.59 pm Sunday, Week 3

ASSESSMENT TASK 2: DESCRIPTION

As a group, meet with the project stakeholder to present the project as a preliminary executive proposal with the information you have obtained.

Main assessment activity

1. Prepare a preliminary executive report containing:
 - a. An examination of the data science problem that the client wishes to engage
 - b. Fundamental processes to be undertaken by the consulting team during the consultancy engagement
 - c. Key deliverables, time frames and responsibilities for the work
 - d. An examination of the stakeholder's current business context, opportunities and threats
 - e. Data collection and methods

- f. The proposed high-level solution design.
2. Share this information with your project stakeholder in a meeting. This can be done using any communication channels (teleconference and/or video conference). You must complete this requirement in order to pass the subject. Use this time to:
 - a. Present the information you have gathered regarding the project. The stakeholder will then give you feedback regarding your solution.
 - b. Ask any further questions to the stakeholder to understand how to better build a solution that suits their needs.

Assessment submission guidelines

Your submission for Assessment 2 should be uploaded to LearnJCU as two separate files.

File 1: Preliminary executive report meeting the following requirements:

- Filename: A2_Group_name.pdf
- Length: 1000 words (+/-10%)
- Page count: A maximum of eight A4 pages
- Formatting: 12pt font size, single spaced, with default settings for font, line spacing and margins.

File 2: Appendix and supporting files used to complete this report, meeting the following requirements:

- Screenshot of meeting with stakeholder and all members present
- 12pt font size, single spaced, with default settings for font, line spacing and margins
- File two (2) must be submitted as one zipped file.

Each student will have to upload a copy of your group's response. Upload all submission files in one go. You can upload as many times as you want, but only the last submission is graded.

Note. If you use MS Word or any other program, save your work as a PDF for submission.

ASSESSMENT TASK 2: CRITERIA SHEET (25%)

Criteria	HD	D	C	P	F
Discussion of chosen data science problem (5 marks)	Demonstrates exceptional understanding of the specific data science problem. Provides outstanding examples to illustrate ideas.	Demonstrates comprehensive understanding of the data science problem. Provides highly effective examples to illustrate ideas.	Demonstrates sound understanding of the data science problem. Provides sound examples to illustrate ideas.	Demonstrates satisfactory understanding of the data science problem. Provides basic examples to illustrate ideas.	Demonstrates limited or no understanding of the data science problem. Provides vague or no examples to illustrate ideas.
Analysis of specific data science problem as it relates to the client (5 marks)	A sophisticated analytical discussion of the data science problem. Discussion includes critical and comprehensive detail to contextualise the issue for the client.	A convincing analytical discussion of the data science problem. Discussion includes substantial detail to contextualise the issue for the client.	A sound analytical discussion of the data science problem. Discussion includes sufficient detail to contextualise the issue for the client.	A satisfactory analytical discussion of the data science problem. Discussion includes basic detail to contextualise the issue for the client.	Limited or no analysis of the data science problem. Vague and/or insufficient detail to provide context.
High-level solution choice (5 marks)	Provides a highly plausible solution to address the specific data science problem.	Provides a plausible solution to address the specific data science problem.	Provides a sound solution to address the specific data science problem.	Provides a basic solution to address the specific data science problem.	Unsatisfactory or insufficient solution is provided to address the specific data science problem.
Use of evidence (5 marks)	An extensive range of relevant literature from scholarly sources has been used discerningly to support the presentation content. APA 7th edition referencing conventions in reference list are applied accurately and consistently throughout.	An in-depth range of relevant literature from scholarly sources has been used effectively to support the presentation content. APA 7th edition referencing conventions in the reference list have been used, almost always accurately and consistently.	A sound range of literature from scholarly sources has been used adequately to support the presentation content. APA 7th edition referencing conventions are used in the reference list but there are inconsistencies.	A satisfactory range of literature from varied sources, some of which are not credible or relevant, have been referred to support the presentation content. Attempt made to adhere to APA 7th edition referencing conventions in the reference list, but with some errors and inconsistencies.	Literature from sources is largely irrelevant and/or not credible, or no literature has been used to support the presentation content. Adherence to APA 7th edition referencing conventions in the reference list is insufficient.

<p>Group work</p> <p>(5 marks)</p>	<p>Functions effectively as a cohesive team with clear coordination between participating members.</p> <p>Clear evidence of all participants contributing equally.</p>	<p>Evidence of cohesive team functioning with some links between members' contributions.</p> <p>Evidence of equal contributions of group members.</p>	<p>Some evidence of cohesive team functioning and coordination between group members' contributions.</p> <p>Some evidence of equal contributions in the group.</p>	<p>Limited evidence of team functioning and/or coordination between members' contributions.</p> <p>Minimal evidence of reasonably balanced contributions between group members.</p>	<p>Limited evidence of coordination between members' contributions.</p> <p>Variable contributions between group members.</p>
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