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**INTERNATIONAL SCHOOL OF MANAGEMENT AND TECHNOLOGY**  
**Nepal**

**Course: BTEC HND in Computing**

**Unit 6 : Managing a Successful Computing Project**

Unit Code:T/615/1625

**Session/Year: July 2017**

Assessment No: **01**

**Assignment Title:** Managing a successful Computing Project

**Assignment Launch Date:**

**Due Date:**

**Teacher's Name:** Sheela Paudyal

**IV's Name and Date:** .....

Student's Name:

Reg. no. .... Final Grade: .....

**Purpose of this assignment**

The purpose of this assignment is to assess students whether have acquired or developed required skills for managing and implementing a project on a them. In order to complete the unit successfully they will undertake independent research and investigation for carrying out and executing a computing project which meets appropriate business aims and objectives.

The students will be provided a theme and they have to explore and examine a relevant and current topical aspect of computing in the context of the business environment.

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**Assignment submission format**

Each student has to submit their assignment as guided in the assignment brief. The students are guided what sort of information is to produce to meet the criteria targeted. Some tasks might require group work, but the student has to produce individual assignment.

### The course Tutor will

- Ensure that the project topic is relevant to the project theme provided in the assignment brief
- Ensure that the topic and type of project chosen by the student is appropriate for small-scale research and the student can complete it within the given time frame
- Ask the Programme Leader to verify the project topic as part of the internal verification process.
- Include in his teaching plan how the student should go about planning, researching, conducting, recording and reflecting on the project.
- Encourage students to keep notes of their progress in a logbook, as this is a mandatory requirement for this unit.
- Ask Students to reflect on the success of their project and their own performance in a personal performance review at the end of the project. This is a written reflection of 500 words. (The teacher may provide an appropriate structure of the reflection review.)

### Scenario

You have been working in an organization under the research and Development department. As a part of your role, you have to carry out small scale research in different areas in order to recognize and discover the current trends and developments in the IT and computer Science field and especially in **Artificial Intelligence**.

Artificial Intelligence covers computer systems that are able to perform tasks normally requiring human intelligence. These tasks might include visual perception, speech recognition, decision-making, and translation between languages and many more. Although smart phones these days come equipped with a range of AI elements, current market research shows that AI is not fully explored and used in various other fields and systems.

Your senior manager has asked you to carry out a small scale research plan/project about **“How can AI elements be included into an existing system, to improve efficiency or performance?”**

The research project you have carried out will demonstrate that you can

- Establish project aims, objectives and timeframes based on the given topic/theme.
- Conduct small-scale research, information gathering and data collection
- Present the project as demanded by the assignment brief
- Reflect on the success of their project and their own performance in a personal performance review at the end of the project.

**In order to design a successful project you have to complete the following tasks as guided.**

1. Establish your aims and objectives for the project. Outline objectives and timeframes based on the scenario.
2. Produce an appropriate project management plan that includes relevant actions to meet objectives and timeframes
3. Conduct a research to generate knowledge which will form the basis for analysis of the scenario posed in the brief.
4. Analyze your findings and draw conclusions to form the basis for recommendations.
5. Present the report in written format and also prepare a presentation that includes research process and outcomes to the audience who has little or no knowledge on the research process.
6. Write recommendations based on the research findings and outcomes.
7. Write a reflective writing focusing on personal development and research journey in a critical and objective way

### **Guidance for Students**

You should read this information before starting on your project. You should refer to these instructions as you complete work for this unit.

- Read the brief and think about what the project brief is asking.
- Research what the project brief is asking. How can you approach the problem, opportunity, hypothesis and requirements being posed?
- Apply a range of secondary research sources to plan/scope and support the project and its findings. Secondary research sources may include textbooks, journal articles, newspapers and magazine articles (not factual accounts).
- Develop your project plan based on the deliverables of the project, the constraints of the project and the assumptions made.
- Conduct your project according to your stated project plan and meet with your tutor to receive a sign-off at each stage of the project process.
- Primary research sources may include original first-hand accounts, legal and historical documents, results of experiments and market research data collection. Apply both qualitative and quantitative research methods to evaluate data collected from primary research.
- Keep notes of your progress throughout the project in your **logbook** using the format given below. The logbook should include:
  - A record of what you did, when and what you were thinking.

This study source was recorded where things went wrong and what you did to overcome any unexpected results.

- You must complete the project in order to complete your work for this unit.

## **Templates for Evidence Collection (you can use the below given template to prepare a logbook)**

The logbook template and performance review questions are examples of what can be used, tutors can devise or use other appropriate resources if they wish to do so.

**Name:**

**Project title:**

**Date:**

### **1. Update on weekly research/tasks achieved**

**o Points to consider:**

- o** What have you completed?
- o** Did you fulfil task requirements?
- o** Are you on track and within deadlines set?
- o** Did you need to make any changes to your project management plan?

### **2. Any risks and/or issues identified?**

**o Points to consider:**

- o** Did you identify risks/issues with a lack of skills required for undertaking research/tasks?
- o** Did you identify any additional risks/issues that have an impact on the project management plan?

### **3. Problems encountered**

**o Points to consider:**

- o** What barriers did you face?
- o** How did you overcome them?

## **What have I learnt about myself this week?**

**Points to consider:**

- How did I feel when I had to deal with tasks/problems?
- Did I find it useful to complete the tasks?
- How well have I performed? What did I contribute?
- What can I improve on next week?
- How might this learning apply in the future?

## **Tasks planned for next week**

**Points to consider:**

- Which tasks are priority?
- Have you set aside sufficient time for completion?

## **Project plan status to date (on, ahead, behind)**

## **Supervisor comments to address**

### **Performance Review Template**

#### **Performance Review**

- What was the project supposed to accomplish?
- Did the project succeed in its aims? How do you know? Specifically, outline any evaluation and assessment undertaken.
- What things do you think worked well and why? Evaluate all aspects of the project (e.g. initial inception, project activities and project outcomes) from a range of perspectives.
- What problems emerged during the project and how were they tackled? Was there timely identification of issues and resolution during the project process?
- What did you learn from undertaking the project?
- How would you rate your performance as project manager?
- What strengths and weaknesses of your performance did you identify?
- How will this inform and support your continuous professional development?

#### **Essential task**

**You have to produce a podcast on a topic related to the assignment or this unit and submit it to the assignment department. The class teacher approves the topic for each student. Unless you submit a podcast, this unit is considered as incomplete.**

Pass		Merit	Distinction
<b>LO1</b> Establish project aims, objectives and timeframes based on the chosen theme.			<b>LO1 &amp; 2</b> <b>D1</b> Critically evaluate the project management process and appropriate research methodologies applied.
<b>P1</b> Devise project aims and objectives for a chosen scenario.  <b>P2</b> Produce a project management plan that covers aspects of cost, scope, time, quality, communication, risk and resources.  <b>P3</b> Produce a work breakdown structure and a Gantt Chart to provide timeframes and stages for completion.	<b>M1</b> Produce a comprehensive project management plan, milestone schedule and project schedule for monitoring and completing the aims and objectives of the project.		
<b>LO2</b> Conduct small-scale research, information gathering and data collection to generate knowledge to support the project.			
<b>P4</b> Carry out small-scale research by applying qualitative and quantitative research methods appropriate for meeting project aims and objectives.	<b>M2</b> Evaluate the accuracy and reliability of different research methods applied.		<b>LO3 &amp; 4</b> <b>D2</b> Critically evaluate and reflect on the project outcomes, the decision-making process and changes or developments of the initial project management plan to support justification of recommendations and learning during the project.
<b>LO3</b> Present the project and communicate appropriate recommendations based on meaningful conclusions drawn from the evidence findings and/or analysis.			
<b>P5</b> Analyse research and data using appropriate tools and techniques.  <b>P6</b> Communicate appropriate recommendations as a result of research and data analysis to draw valid and meaningful conclusions.	<b>M3</b> Evaluate the selection of appropriate tools and techniques for accuracy and authenticity to support and justify recommendations.		
<b>LO4</b> Reflect on the value gained from conducting the project and its usefulness to support sustainable organisational performance.			
<b>P7</b> Reflect on the value of undertaking the research to meet stated objectives and own learning and performance.	<b>M4</b> Evaluate the value of the project management process and use of quality research to meet stated objectives and support own learning and performance.		

### Assessment criteria assessed in this assignment

### To be used by the assessor.

Mention all the grades awarded in this assignments:

[illegible]

### Other Requirements:

- It should be the student's own work – plagiarism is unacceptable
- Clarity of expression and structure are important features.
- Your work should be submitted as a well presented, word-processed document with headers and footers, and headings and subheadings.
- You are expected to undertake research on this subject using books from the Library, and resources available on the Internet.
- Any sources of information should be listed as references at the end of your document and these sources should be referenced within the text of your document using Harvard referencing style
- All assignments must be typed in Ariel, size 12, 1½ spacing, justified (align to both left and right), have the standard cover sheet and be signed stating that the work is original.

**I understand that if any part of the work submitted for this assignment is found to be plagiarized, none of the work submitted will be allowed to count towards the assessment of the assignment.**

Assignment Prepared By:	Signature:	Date:
Brief Checked By: Dhruba Babu Joshi	Brief Verified By:	Date:

**Name:** ..... **Signature:**..... **Date:**.....