**PRCO Lecture notes**

* Read documentation!
* 40 credits = 400 hours = 30 hours a week.
* Keep a ‘diary’ of what has been done each week and how long it took.
* Set up weekly meeting with supervisor
  + This should be done from 30th January up until at least the Easter break
  + Approx. 15min meetings
  + Cover most recent highlight and plan for next week but not limited to
* Finalise the PID
* 5000 words **min** main body of report **max** 11,000
* Read assessment criteria – most marks come from the outcome.
  + Outcome:
    - Achieve the project objective
    - Worth 70% of marks.
* Must hit at least a pass in each criteria point
* Submit a weekly highlight every week starting second week of project (6th Feb) up until the Easter break. After this is at your discretion
  + Highlights should be done well approx. 10-15mins as this is seen by markers.
  + Ignore the deadline on the SPMS for the weekly highlights, instead submit this the day before the supervisor meeting.
* 2 hard copies of the final report to be submitted (+ disk/ media attached to one of the code)
  + Do NOT need to include the appendices but DOES need to include the reference list.
* Electronic copy via SPMS … Confidentiality (N/A)
  + DO include the appendices in the electronic submission copy
* Write report as you go along
* Keep record of the process along the way i.e. what you did and why (this is assessment criteria)
* Submit draft report by 24th April for feedback by 5th May **one draft only**
* Make sure you get feedback regularly from your project.
* Use Misc. deliverables i.e. evaluate the software to be used, requirements, testing etc.
* It is your responsibilities to organise the demo to show to supervisor and second marker.
  + This should be organised by the 28th April
  + This runs between 23rd May and 2nd June