

# IFN701/ IFN702 Project Unit Study Agreement

(The signed agreement must be submitted in Weeks 1-2 as instructed)

## Section A: Project information (compulsory for ALL students)

<b>Project title</b>	Perform a Data Science Analysis of a Dataset
<b>Student Name and ID</b>	Zhiying Zhou
<b>Supervisor name(s)</b>	Guido Zuccon
<b>Supervisor's email/phone</b>	<a href="mailto:g.zuccon@qut.edu.au">g.zuccon@qut.edu.au</a> 0731381412
<b>Project description (~75 words)</b>	<p>This project is to develop solutions for Kaggle challenges as R markdowns or Python Notebooks, in addition to the IFN701 requirements of a proposal and report.</p> <p>The topic of my analysis is Students' Academic Performance. As part of my solution I will define a number of questions and hypotheses about the data that require exploration. Then I will analyse the data, create meaningful visualisations, construct classification and regression models (if relevant).</p>
<b>The project should apply the knowledge you have obtained from the Advance core units of your major (or selected study plan). Please list the prior units (specially advanced units - the '600' series) that this project will build upon, with a brief description on how this knowledge is applied/ aligned to the selected project.</b>	<p>IFN600 unit is a basic research unit, which can guide me to do a good research on this Big data technology in the research phase;</p> <p>IFN700 unit is a project management unit. It provides the theory of project management and will guide me to plan, manage and track my project. It's really important to manage the project by following the time schedule and risk control.</p> <p>IFN647(advanced information storage and retrieval) provides me the basic application development skills and evaluation method for the performance of an application, which are very important in the programming phase.</p> <p>IFN645 (Data Mining Technology and Applications) unit is mainly on the theory of data mining models which can guide me using different analysis models for my datasets from data mining aspects.</p> <p>IFN509 (Data Manipulation) unit is the main unit that is relevant to this project. In this unit, I learned how to use R programming to analyze different dataset for different purpose. It just provides the key theory and practical skills for the project.</p>

**Section B: Project progression and supervision Agreement** (compulsory for ALL students).

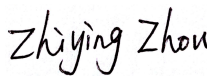
It is expected that by Week 1, the students have searched project topics, applied for placements via InPlace and approached staff members for a project topic. And that supervisor(s) have advertised their projects and confirmed recruitment to projects. This document is signed, soon after the recruitment is completed. By signing this document, the student and supervisor agree to the following commitments;

<b>Time</b>	<b>Student's duty</b>	<b>Supervisors' duty</b>
<b>Prior to semester - week 2</b>	Meet your supervisor to decide on research topic and sign this agreement.  Make sure that all confidentiality/ IP type agreements are signed. If ethics clearance is required, apply for such on time Submit this signed agreement by Friday of Week 2, as instructed. Have a draft of your project plan completed.	Meet your students and communicate well the project scope and deliverables and expectations. Be informed of project moderators and clarify unit procedures. Identify necessary resources, hardware and software tools required for the project and arrange these. Make sure all required agreements and clearances are obtained (i.e. Non-disclosure agreements, IP, ethics etc.) are signed by all required parties to meet QUT standards. If an industry project, discuss scope and deliverables with industry supervisor. Please contact unit co-ordinators or project moderators if you need any guidance with this. Assist the student to derive the project plan to meet the specifications required.
<b>Week 3</b>	Prepare project plan and present your plan to supervisor(s) and/or assigned moderator(s) for feedback.	Attend the project plan presentation and provide feedback to students to enable integration of feedback to the project plan.
<b>Week 4</b>	Complete and submit the project plan to Blackboard as instructed.	Review the project plan and provide feedback for improvements to the project plan. Mark the project plan based on marking criteria. Hand over the marking outcomes to the allocated project co-ordinator (member of teaching team) for moderation prior to releasing results to students.
<b>Week 5- Week 12</b>	Weekly discuss the project progress with the supervisors/moderators. Make sure that the progress details (and meeting minutes) are recorded weekly and uploaded to your project journal space on Blackboard as instructed.	Meet your students at least every fortnight (preferably weekly) and provide advice and feedback. Review and approve the weekly/fortnightly progress updates recorded by the student and action accordingly. Please contact project moderators and/or unit co-ordinator if you develop any concerns about the student's progress. Unit staff may also be in contact with you, especially if any concerns are observed by them.
<b>Week 12</b>	Deliver project presentation to panel consisting of moderator(s) and supervisor(s) and external members.	Attend the project presentation and provide marks and feedback to support the completion of the report. Participate in the marking moderation with the Chair of the presentation session (member of teaching team).
<b>Week 13</b>	Improve and submit your project report as instructed	Meet the students to give feedback on the draft project report. Mark the final submission based on marking criteria. Hand over the marking outcomes (CRA and feedback) to the allocated project co-ordinator (member of teaching team) for moderation prior to releasing results to students.

By signing this agreement, it is also understood that the student and supervisor has openly discussed all critical administration matters, and have arranged the relevant agreements that satisfies both parties.

Please confirm the following:

<b>For ALL projects:</b>		
Has Intellectual Property ownership been discussed?	Y	N
- If yes, have the required action been taken (i.e. IP agreements signed?)	Y	N N/A
Has the need for ethics approval been discussed and considered?	Y	N
- If yes, have you made arrangements to submit the application in (it should be submitted no later than in Week 4)	Y	N N/A
<b>IF an Industry based project;</b>		
<i>NOTE: We strongly recommend that no document is signed (by the student or supervisor) with an external party without first gaining advice from correct QUT authorities.</i>		
Has Intellectual Property (IP) ownership with the industry partner been discussed?	Y	N
- If yes, have the required action been taken to arrange these agreements?	Y	N N/A
Has the need for a Non-Disclosure Agreement (NDA) been discussed and considered?	Y	N
- If yes, have the required action been taken to arrange these agreements?	Y	N N/A
Has the need for Insurance cover been discussed and considered?	Y	N
- If yes, have the required action been taken to arrange insurance for the student?	Y	N N/A

  
 Signatures \_\_\_\_\_  
 Student

  
 \_\_\_\_\_  
 Academic Supervisor

\_\_\_\_\_ 10/08/2017 \_\_\_\_\_  
 Date

**Section C: Approval from Industry Supervisor (relevant and compulsory ONLY for students working on an Industry project)**

Outline the anticipated value of this project to Industry partner	Value proposition is:
Discuss with industry supervisor and briefly outline, their agreed upon time commitment for the project (i.e. meeting frequency/ mode/ durations, access to resources/ data etc.)	Discussion summary:
<p>If the project is related to any paid work, a clear statement from your employer/ sponsor <b>CONSENTING</b> you to base your Masters project on that work should be provided and attached with this. [ ] yes, it is attached</p> <p>The project description should also be approved by the unit coordinator, to assure that it is compliant with the Masters project requirements, set for this unit. Please attach supporting evidence for this [ ] yes, it is attached</p>	

\_\_\_\_\_  
Industry Supervisor(s)

\_\_\_\_\_  
Date

**NOTE: If this is a CEED project, then attach the CEED Student Agreement with QUT as an attachment to this, in lieu of this section.**

If unsure what to do with this section, please contact CEED coordinator Deidre Marczynski at [d.marczynski@corptech.com.au](mailto:d.marczynski@corptech.com.au) for clarifications, before you contact the industry partner/ supervisor for any further signatures.

**Section D: Special approval from Unit Co-ordinator for coupled projects (relevant and compulsory ONLY for students doing 48 CPs within a single project)**

In some projects, the project scope is the equivalent of 48 credit points. These projects must be carefully planned and deliverables mapped into the IFN701 + IFN702\* assessment continuum. All such projects must be reviewed and planned in detail and approved by the unit coordinators, clearly showing the scope, the expected deliverables and the mapping of these deliverables against the 701/702 criteria. Only students with a GPA of 6 or above, in relevant units will be considered for such projects.

Please attach here evidence of approval by unit coordinators

☐ yes, it is attached

*\*Note: Students can consider coupling ONLY IFN 701 and IFN702 and not any other unit(s).*