**Department of Computer & Information Sciences**

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| **ASSESSMENT BRIEF** | |
| **Module Title:** | Team Project and Professionalism |
| **Module Code:** | KV6002 |
| **Academic Year / Semester:** | 2022-23 / Semester 2 |
| **Module Tutor / Email (all queries):** | Rebecca Nicholson – [rebecca.nicholson@northumbria.ac.uk](mailto:rebecca.nicholson@northumbria.ac.uk) |
| **% Weighting (to overall module):** | 40% |
| **Assessment Title:** | Report |
| **Date of Handout to Students:** | 27/01/23 |
| **Mechanism for Handout:** | Module Blackboard Site |
| **Deadline for Attempt Submission by Students:** | To be submitted by 23:59 BST on 11th May 2023 |
| **Mechanism for Submission:** | You will find a submission link on the module’s eLP / Blackboard site. |
| **Submission Format / Word Count** | The overall word limit for the report is 2000 words (excluding title page, table of contents, reference list and appendices if used). |
| **Date by which Work, Feedback and Marks will be returned:** | 8th June 2023 |
| **Mechanism for return of Feedback and Marks:** | Mark and written feedback sheet will be uploaded to the Module Site on Blackboard. For further queries please email your supervisor in the first instance. |

**LEARNING OUTCOMES**

The learning outcomes (LOs) for this module are: -

**Knowledge & Understanding:**

1. Plan appropriate requirements, design and implementation strategies and methods for the development of a significant computing product related to your programme of study (including consideration of commercial, economic, legal, ethical, social, and professional factors)

2. Critically apply a well-integrated requirements, design, and development methodology to a computing problem

**Intellectual / Professional skills & abilities:**

3. Develop a significant computing product using industrial standard development tools and techniques (including those related to information security) including the application of the required project management and team working skills

4. Apply appropriate quality assurance techniques and work to appropriate professional standards for documentation, quality control and product integrity

**Personal Values Attributes (Global / Cultural awareness, Ethics, Curiosity) (PVA):**

5. Critically evaluate project work in terms of the technical decision making, group work, processes and responsibilities, the final project deliverables as well as the professionalism, ethical and legal considerations, and potential social impacts (including information security).

**This assessment addresses learning outcomes** LO5.

**PROGRAMME LEARNING OUTCOMES**

The completion of this assignment will enable you to demonstrate full or partial achievement of the following programme learning outcomes:

**Framework Knowledge and Understanding (KU):**

KU1. Demonstrate a systematic, critical understanding and detailed knowledge of computing facts, concepts, principles, theories, techniques, and technologies

KU2. Demonstrate a detailed understanding of technical, professional, security, commercial and economic issues and risks surrounding the development, operation, and maintenance of computing systems

KU3. Deploy knowledge and understanding of techniques and tools (some of which are at the forefront of the discipline) for the specification of requirements, analysis, design, implementation, testing and management of secure computing systems, thereby applying and critically evaluating a software engineering approach

KU4. Demonstrate a critical understanding of the professional, ethical, social, and legal issues involved in the development and operation of computing systems

**Framework Intellectual / Professional Skills & Abilities (IPSA):**

IPSA1. Ability to select, plan and manage individual and team-based development projects

IPSA2. Discuss, explore, and critically evaluate available development tools, methods, and technologies and associated user and professional issues

IPSA3. Identify and analyse complex problems and select and apply effective methods, tools, and algorithms for their solution, some of which are at the forefront of the discipline

IPSA4. Integrate and critically evaluate information and data from a variety of sources

IPSA5. Reflect on the professional and ethical issues surrounding computing applications development and use

IPSA6. Analyse, design, build, test, and manage secure computing applications, adopting a software engineering approach, in increasingly complex and varied computing problem domains

IPSA7. Use a range of tools, techniques, knowledge and technologies in the development, operation, and effective management of computing applications

**Personal Values Attributes (Global / Cultural Awareness, Ethics, Curiosity) (PVA)**

PVA1. Articulate critical independent thinking, justify your own opinion, and recognise the need to challenge your thinking and the thinking of others

PVA2. Communicate information, ideas, problems, and their solutions effectively for complex scenarios, in both written and oral form to both specialists and non-specialists

PVA3. Apply an appropriately advanced ability to work both individually and as a member of a team, recognising different team roles and multi-cultural environmental issues

PVA4. Demonstrate professional and reflective practitioner attributes, including initiative, personal responsibility, decision-making in complex and unpredictable contexts, the management of time, resources, the evaluation of personal performance, continuous professional development and learning experiences

PVA5. Demonstrate independent research and enquiry skills to direct your learning, making use of scholarly reviews

**Instructions on Assessment:**

This assignment refers to the project you have completed in assignment 1 and 2 of this module.

Critically evaluate your project with reference to supporting evidence from your project and wider literature:

1. The system produced and how functional and non-functional requirements were addressed. (25 Marks)
2. Project Management, Process and Personal Achievement. (25 Marks)
3. Professional Issues related to your project, its future use and how these would be mitigated (10 Marks)
4. Legal Issues related to your project, its future use and how these would be mitigated (10 Marks)
5. Social Issues related to your project, its future use and how these would be mitigated (10 Marks)
6. Ethical Issues related to your project, its future use and how these would be mitigated (10 Marks)
7. Cybersecurity issues related to your project, its future use and how these would be mitigated (10 marks)

A critical evaluation document should focus on your individual work and the collaborative aspects of the project and product produced.

Each group member must also submit relevant copies of the minutes (or equivalent) of the formal meetings held as an appendix to the main document. These will enable you to comment on the group work process, the decisions that were made and your role in the project – please refer to your Terms of Reference and meeting minutes.

Examples should be used throughout to support each section. Evidence should be provided to support your claims and statements

1. use appendices appropriately to support your work.
2. reference should be made to stand up records submitted in the document’s appendix to show when key decisions were made, when issues were discussed and when/how tasks were assigned.
3. the report should also be supported by appropriate references to relevant literature. If it does not the higher-grade bands will not be obtainable.

NOTE this document is not:

a. A description of what happened

b. A blame finding exercise / witch hunt

c. We are great us – didn’t we do well!

d. A collection of unjustified views

**Module Specific Assessment Criteria and Rubric**

1. The system produced and how functional and non-functional requirements were addressed. (25 Marks)

You should consider pertinent aspects including:

Fitness for purpose (e.g., how well does your system, and its various elements, meet its purpose?)

Robustness (how reliable is the system in use?)

User experience (how is usability addressed?)

Technical evaluation (appropriateness of technology used, code quality, etc)

How non-functional requirements were addressed.

2. Project Management, Process and Personal Achievement. (25 Marks)

You should consider pertinent aspects including:

Your Terms of Reference (the aspects that worked well and those that worked less successfully)

Your requirements and design documentation (those that were useful or less so)

Your time management and that of your group

Configuration management (how your group managed the source code)

Integration strategies (how you managed the incorporation of all elements)

Testing strategies (were these effective? comprehensive?)

The leadership of your group (its effectiveness, technique etc)

Quality planning and control and monitoring within your project (how you ensured a quality product, on time etc)

Is there anything you would have liked to do in your application that you didn’t have time/resources to make possible?

Were there any problems? How have you solved them? What lessons have you learnt?

3. Professional Issues related to your project, its future use and how these would be mitigated (10 Marks)

You should consider pertinent aspects including:

Your professionalism and that of your group, for example, with regard to commitment, effort, responsibility, collaboration, adherence to standards/codes etc.

How you have mitigated any professional issues that were or were not considered in your ToR.

What further professional issues might arise in the future if the product was installed / made commercially available /etc. How can these be mitigated?

4. Legal Issues related to your project, its future use and how these would be mitigated (10 Marks)

You should consider pertinent aspects including:

How you have mitigated any legal issues that were or were not considered in your ToR.

What further legal issues might arise in the future if the product was installed / made commercially available /etc. How can these be mitigated?

5. Social Issues related to your project, its future use and how these would be mitigated (10 Marks)

You should consider pertinent aspects including:

How you have mitigated any social issues that were or were not considered in your ToR.

What further social issues might arise in the future if the product was installed / made commercially available /etc. How can these be mitigated?

6. Ethical Issues related to your project, its future use and how these would be mitigated (10 Marks)

You should consider pertinent aspects including:

How you have mitigated any ethical issues that were or were not considered in your ToR.

What further ethical issues might arise in the future if the product was installed / made commercially available /etc. How can these be mitigated?

7. Cybersecurity issues related to your project, its future use and how these would be mitigated (10 marks)

You should consider pertinent aspects including:

How you have mitigated any cybersecurity issues that were or were not considered in your ToR.

What further cybersecurity issues might arise in the future if the product was installed / made commercially available /etc. How can these be mitigated?

Please separate document for the full marking rubric. 

**ASSESSMENT REGULATIONS**

You are advised to read the guidance for students regarding assessment policies. They are available online [here](http://www.northumbria.ac.uk/about-us/university-services/academic-registry/quality-and-teaching-excellence/assessment/guidance-for-students/). (<http://www.northumbria.ac.uk/about-us/university-services/academic-registry/quality-and-teaching-excellence/assessment/guidance-for-students/> )

**Late submission of work**

Where coursework is submitted without approval, after the published hand-in deadline, the following penalties will apply.

For coursework submitted up to 1 working day (24 hours) after the published hand-in deadline without approval, **10% of the total marks available for the assessment** (i.e., 100%) **shall be deducted** from the assessment mark.

Coursework submitted more than 1 working day (24 hours) after the published hand-in deadline without approval will be regarded as not having been completed. **A mark of zero will be awarded for the assessment and the module will be failed**, irrespective of the overall module mark.

These provisions apply to all assessments, including those assessed on a Pass/Fail basis.

The full policy can be found [here](https://northumbria-cdn.azureedge.net/-/media/teaching-excellence/pl,-d-,008-v005-late-submission-of-work-and-extension-requests-policy-stc.pdf?modified=20221130140248).

**Word limits and penalties**

If the assignment is within +10% of the stated word limit no penalty will apply.

The word count is to be declared on the front page of your assignment and the assignment cover sheet. The word count does not include your appendices.

Please note, in text citations [e.g. (Smith, 2011)] and direct secondary quotations [e.g., “*dib-dab nonsense analysis*” (Smith, 2011 p.123)] are INCLUDED in the word count.

The full Word Limits Policy is available [here](https://northumbria-cdn.azureedge.net/-/media/services/academic-registry/documents/qte/assessment/guidance-for-students/pl013-v002-word-limits-policy.pdf?modified=20200803200335).

**Group Work**

The Group Work Assessments Policy can be found [here](https://northumbria-cdn.azureedge.net/-/media/services/academic-registry/documents/qte/assessment/guidance-for-students/pl002-v001-group-work-assessments-policy.pdf?modified=20200804084402)

**Academic Misconduct**

In all assessed work you should take care to ensure that the work you submit is your own. The University takes academic dishonesty and cheating very seriously, and it is your responsibility to ensure that you don’t attempt to cheat or become victim to cheating.

There are many different forms of academic misconduct or ‘cheating’.  Plagiarism is the most common and both the University library and your academic tutors are able to provide further guidance on proper citation and referencing in your assessed work.

The full Academic Misconduct Policy is available [here](https://northumbria-cdn.azureedge.net/-/media/services/academic-registry/documents/qte/assessment/guidance-for-students/pl,-d-,005-v004-academic-misconduct-policy.pdf?modified=20210212163133).

Useful guidance for avoiding academic misconduct can be found [here](https://northumbria-cdn.azureedge.net/-/media/services/academic-registry/documents/qte/assessment/guidance-for-students/avoiding-academic-misconduct---student-guidance.pdf?modified=20200120124857).