Coursework 1 Specification – Critical evaluation and reflection

Read this assessment brief carefully, it tells you how you are going to be assessed, how to submit your assessment on-time and how (and when) you'll receive your marks and feedback.

Module Code	CSI_6_ICT & LAW_6_LAT
Module Title	ICT Project Management in Practice & Law & Technology
Lecturer	Lucia Otoyo & Andy Unger
% of Module Mark	30%
Distributed	16/10/2024
Submission Method	Submit online via the Module's Moodle site you are enrolled onto
Submission Deadline	Friday 13/12/24 at 5pm *
Release of Feedback & Marks	Feedback and provisional marks will be available in the Gradebook on Moodle from 17/01/25

* Please submit well in advance in case you run into technical issues.

Coursework Aim:

Critically reflect on what you have learned during this module and how you are going to apply this in your future career.

Coursework Details:

Type:	Self-reflection
Word Count:	2,500 words (+/- 10%)
	References and bibliography will not count towards the word total. If the word count is exceeded, your mark for Report quality may be reduced.
Structure of your reflection:	**1. Impact of technology on my career** Briefly, state your career aspiration(s) and your motivation for choosing it and then critically evaluate how developments in technology might impact your chosen career. Support your evaluation with specific references, such as the skills and competencies required in current job adverts, recent academic and professional articles and the materials we have discussed in class. Please take a screenshot of any job adverts/descriptions you refer to (max 3) and attach them as an appendix. **2. Reflection on my skills** Reflect on the skills you have developed during this module (project management, teamwork skills + two other skills of your choice) and consider how they might help you achieve your career goals. Use specific examples from your experience of group work projects on the module. **3. PDP** Identify any gaps in your knowledge and skills and create a Personal Development Plan (PDP) to demonstrate constructive planning to address them, aimed at achieving your career aspirations and aligned with your current learning and skills. Your PDP may include examples such as further study, training, experience, etc. Use provided CW1 template.
Guidance:	• Write in the first person ('I') and be honest • Set up and use a log to reflect regularly on your module learning, then review for examples to use in your reflection
Presentation:	• Work must be referenced, and a reference (and bibliography if used) list provided • You must complete the generative AI statement explaining if and how you have made us of AI tools in your work • Work must be submitted as a Word document (.doc/docx) or PDF • Coursework must be submitted using Arial font size 11 (or larger if you need to), with 1.5 line spacing • Your student number must appear at the front of the coursework. Your name must not be on your coursework.
Referencing:	Harvard Referencing should be used, see the LSBU Library pages for help with referencing.

Regulations:	Make sure you understand the University Regulations on expected academic practice and academic misconduct. Note in particular: ▪ Your work must be your own. Markers will be attentive to both the plausibility of the sources provided as well as the consistency and approach to writing of the work. Simply, if you do the research and reading, and then write it up on your own, giving reference to sources, you will approach the work in the appropriate way and will not give markers reason to question the authenticity of the work. ▪ All quotations must be credited and properly referenced. Paraphrasing is still regarded as plagiarism if you fail to acknowledge the source for the ideas being expressed. TURNITIN: When you upload your work to the Moodle site it will be checked by anti-plagiarism software.

Learning Outcomes

This assessment (CW1 in the table below) will fully or partially assess the following learning outcomes for this module.

Learning outcome	Assessed by	
	CW1	CW2
A. Knowledge and Understanding		
• Research technologies, techniques and project management methodologies in relation to the problem identification.	Partially	Fully
• Decompose the problem into concrete steps amenable to analysis and solution.	Partially	Fully
B. Intellectual Skills		
• Critically evaluate technical and academic literature and write structured, evidence-informed arguments regarding project planning.	Fully	Partially
• Analyse a practical problem and propose appropriate and feasible solutions	-	Fully
C. Practical Skills		
• Manage time and resources as consultants to deliver an artefact solving a practical problem.	Partially	Fully
• Design, plan, execute and evaluate a computing/information technology solution.	-	Fully
D. Transferable Skills		
• Sustain self-directed learning and work effectively as a team member.	Partially	Fully
• Write formal/technical reports.	Partially	Fully

Assessment Criteria and Weighting

LSBU marking criteria have been developed to help tutors give you clear and helpful feedback on your work. They will be applied to your work to help you understand what you have accomplished, how any mark given was arrived at, and how you can improve your work in future.

Criteria	weight	10	9	8	7	6	5	4	3	2	0
1. Impact of Technology on my career Briefly state your career aspiration(s) and your motivation for choosing it and then critically evaluate how developments in technology might impact your chosen career. Support your evaluation with specific references, such as the skills and competencies required in current job adverts, recent academic and professional articles, and the materials we have discussed in class. Please attach in the appendix screenshots of any (max 3) job adverts or descriptions you refer to.	30%	The critical evaluation of the impact of technology on your chosen career is beyond expectation and is supported by extensive, specific, credible and recent references. 30 points	Exceptional critical evaluation of the impact of technology on your chosen career, supported by extensive, specific, credible and recent references. 27 points	Outstanding critical evaluation of the impact of technology on your chosen career, supported by credible, specific, and recent references. 24 points	Very good critical evaluation of the impact of technology on your chosen career, with some credible, specific, and recent references provided. 21 points	Good evaluation of the impact of technology on your chosen career, with some specific and recent references provided. 18 points	Satisfactory description of the impact of technology on your chosen career, but few/no references provided or not recent and specific. 15 points	Sufficient description of the impact of technology on your chosen career to pass, but with few/no references provided or not recent and specific. 12 points	Weak description of the impact of technology on your chosen career, with few/no references. 9 points	Very weak description of the impact of technology on your chosen career, with few/no references. 6 points	No description of the impact of technology on your chosen career. 0 points
2. Reflection on my skills Reflect on the skills you have developed in this module (project management, teamwork skills + two other skills of your choice) and consider how they might help you achieve your career goals. Use specific examples from your experience of group work projects on the module. Examples of other skills: Design, Communication, Emotional Intelligence, Research, Leadership, Problem solving, Analytical thinking, Commercial awareness)	30%	Beyond expectations critical reflection on the skills, I learnt and developed, supported by evidence of my experience and feedback from the course. 30 points	Exceptional critical reflection on the skills I learnt and developed, supported by evidence of my experience and feedback from the course. 27 points	Outstanding critical reflection on the skills I learnt and developed, supported by evidence of my experience and feedback from the course. 24 points	Very Good critical reflection on the skills I learnt and developed, supported by evidence of my experience and feedback from the course. 21 points	Good reflection on the skills I learnt and developed, supported by some evidence of my experience and feedback from the course. 18 points	Satisfactory description of the skills I learnt and developed, but little evidence to support the claims. 15 points	Sufficient description of the skills I learnt and developed to pass with little evidence to support the claims. 12 points	Weak description of skills I learnt and developed. 9 points	Very weak description of the skills I learnt and developed. 6 points	No description of the skills I learnt and developed. 0 points

Criteria	Weight										
3. PDP (Personal Development Plan) Identify any gaps in your knowledge and skills and create a PDP to demonstrate constructive planning to address them, aimed at achieving your career aspirations and aligned with your current learning and skills. Use provided PDP template.	**20%**	Beyond expectations personal development goals for the future, based on my reflection on my learning, skills, and career aspirations. 20 points	Exceptional personal development goals for the future, based on my reflection on my learning, skills, and career aspirations. 18 points	Outstanding personal development goals for the future, based on my reflection on my learning, skills, and career aspirations. 26 points	Very good personal development goals for the future, based on my reflection on my learning, skills, and career aspirations. 14 points	Good personal development goals for the future, partly based on my reflection on my learning, skills, and career aspirations. 12 points	Satisfactory personal development goals for the future, with some reflection on my learning, skills, and career aspirations. 10 points	Sufficient personal development goals for the future to pass, but with little reference to my learning, skills, and career aspirations. 8 points	Weak personal development goals for the future, with little or no reference to my learning, skills, and career aspirations. 6 points	Very weak personal development goals for the future, with little or no reference to my learning, skills, and career aspirations. 4 points	No personal development plans. 0 points
4. Report quality Writing, structure, spelling, grammar, wordcount, referencing and generative AI statement.	**20%**	Writing, structure, spelling, grammar, wordcount and referencing are beyond expectations. 20 points	Exceptional writing, structure, spelling, grammar, wordcount and referencing. 18 points	Excellent writing, structure, spelling, grammar, wordcount and referencing. 16 points	Very good writing, structure, spelling, grammar, wordcount and referencing with only minor errors. 14 points	Good writing, structure, spelling, grammar and referencing but with some errors. 12 points	Satisfactory writing, structure, spelling, grammar, wordcount and referencing but with some errors. 10 points	Some good writing, structure, spelling, grammar, wordcount and referencing but many significant errors. 8 points	Limited structure and/or poor spelling, grammar and/or poor/no referencing. 6 points	Very limited structure and/or very poor spelling, grammar, and no referencing. 4 points	No structure, incoherent writing style, no references. 0 points

How to get help

We will discuss this Coursework specification in class. However, if you have related questions, please ask a question on the general chat or if too specific contact your lecturer as soon as possible:

Lucia Otoyo (lucia.otoyo@lsbu.ac.uk) if you are a CSI student,
Andy Unger (ungerad@lsbu.ac.uk) if you are a law student.

Resources

Use the CW1 template provided on the VLE site.

Quality assurance of coursework specifications

Coursework specifications within CSI division go through internal (for new modules with 100% coursework also through external) moderation. This is to ensure high quality, consistency and appropriateness of the coursework as well as to share best practice within the CSI division.

Details of the moderators for this coursework specification are below:

Moderated by	Module team, September 2024