

## Higher Nationals in Computing

### UNIT 6

# Managing a Successful Computing Project

## ASSIGNMENT

### No.2

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Assessor name: Nguyen Van Son

Class: GCS0801B.1

Learner's ID: GDD18606

Subject's ID: 1625

Assignment due: July 2020

Assignment submitted: July 2020

## ASSIGNMENT 2 FRONT SHEET

<b>Qualification</b>	<b>BTEC Level 5 HND Diploma in Computing</b>		
<b>Unit number and title</b>	Unit 06: Managing a Successful Computing Project		
<b>Submission date</b>	July 2020	<b>Date Received 1st submission</b>	July 2020
<b>Re-submission Date</b>	July 2020	<b>Date Received 2nd submission</b>	July 2020
<b>Student Name</b>	Trinh Thi Dieu Huyen	<b>Student ID</b>	GDD18606
<b>Class</b>	(1625) GCS0801B.1	<b>Assessor name</b>	Nguyen Van Son
<b>Student declaration</b> <p>I certify that the assignment submission is entirely my own work and I fully understand the consequences of plagiarism. I understand that making a false declaration is a form of malpractice.</p>			
		<b>Student's signature</b>	Trinh Thi Dieu Huyen

### Grading grid

P5	P6	P7	M3	M4	D2

☐ **Summative Feedback:**☐ **Resubmission Feedback:****Grade:****Assessor Signature:****Date:****IV Signature:**

## ASSIGNMENT 1 BRIEF

<b>Qualification</b>	<b>BTEC Level 5 HND Diploma in Computing</b>		
<b>Unit number and title</b>	Unit 06: Managing a Successful Computing Project		
<b>Assignment title</b>	Present results and reflect the value gained		
<b>Academic Year</b>	2020		
<b>Unit Tutor</b>	Nguyen Van Son		
<b>Issue date</b>	July 2020	<b>Submission date</b>	July 2020

### Submission Format:

*Format:* The submission is in the form of an individual written report and presentation report. This should be written in a concise, formal business style using single spacing and font size 12. You are required to make use of headings, paragraphs and subsections as appropriate, and all work must be supported with research and referenced using the Harvard referencing system. Please also provide a bibliography using the Harvard referencing system.

*Submission:* Students are compulsory to submit the assignment in due date and in a way requested by the Tutors. The form of submission will be a **soft copy in PDF** posted on corresponding course of <http://cms.greenwich.edu.vn/>.

*Note:* The Assignment *must* be your own work, and not copied by or from another student or from books etc. If you use ideas, quotes or data (such as diagrams) from books, journals or other sources, you must reference your sources, using the Harvard style. Make sure that you know how to reference properly, and that understand the guidelines on plagiarism. *If you do not, you definitely get fail*

### Assignment Brief and Guidance:

**Scenario:** Continued from Assignment 1.

#### Tasks

You have done the research and have the answer for the company problem. It's time to do a

presentation of the results of your research in front of the board of directors. Results should be analyzed and appropriate recommendation should be drawn from that.

Finally, you need to write a brief report to QA department to reflect the whole project process. The report should include:

- Logbooks, lessons learnt, reflection of project outcomes and project process
- Critical evaluation of the selection of appropriate research tools and techniques for accuracy and authenticity
- Critical evaluation of project management plan and process applied on the project

Learning Outcomes and Assessment Criteria		
Pass	Merit	Distinction
<b>LO3</b> Present the project and communicate appropriate recommendations based on meaningful conclusions drawn from the evidence findings and/or analysis		<b>LO3 &amp; 4</b> <b>D2</b> Critically evaluate and reflect on the project outcomes, the decision make process and of the initial project management plan to support justification of recommendations and learning during the project.
<b>P5</b> Analyze 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 organizational performances		
<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.	

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## Unit 6 – Managing a Successful Computing Project – ASM2 Report

### I. Research Analysis (P5, M3)

All people do surveys and interviewees both use digital technologies. They work with many careers different and their job almost both use digital technologies. According survey, most people spent many their time when use digital technologies for entertainment. In addition, they use digital technologies for study and working also pretty much. However, have some few use digital technology for healthy. All people both know that if spent many times for digital technologies will affect no good to healthy and they also know yourself abusing digital technology. But they still use it because many causes. Finally, most people both agree that should digital technologies use software that warn you when use too much. Due that, we can conclude that: "Digital technologies will benefit when you use reasonable, it will become not good and bad affect to your healthy when you no know how to use or abusing it".

⇒ Result of interview [2].

⇒ Result of survey [10].

Age (Tuổi)

70 responses

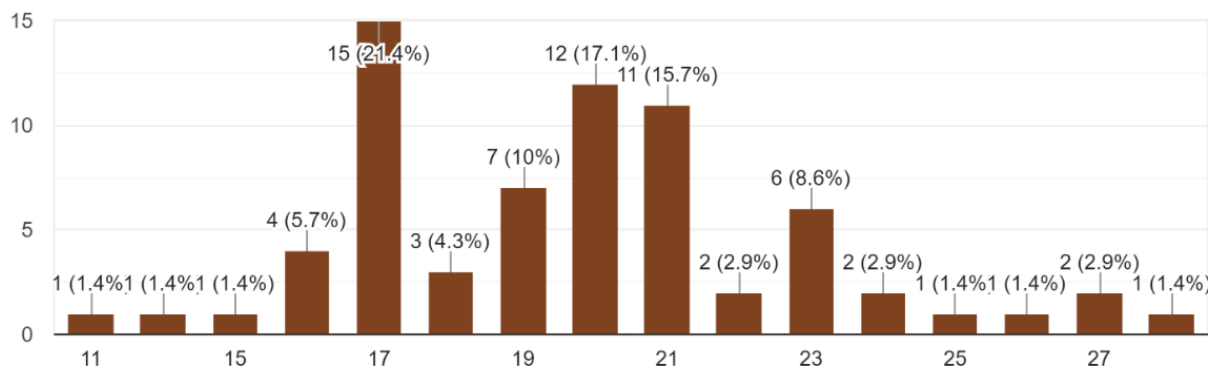


Figure 1: Age Chart of Survey



### Job (Nghề Nghiệp)

70 responses

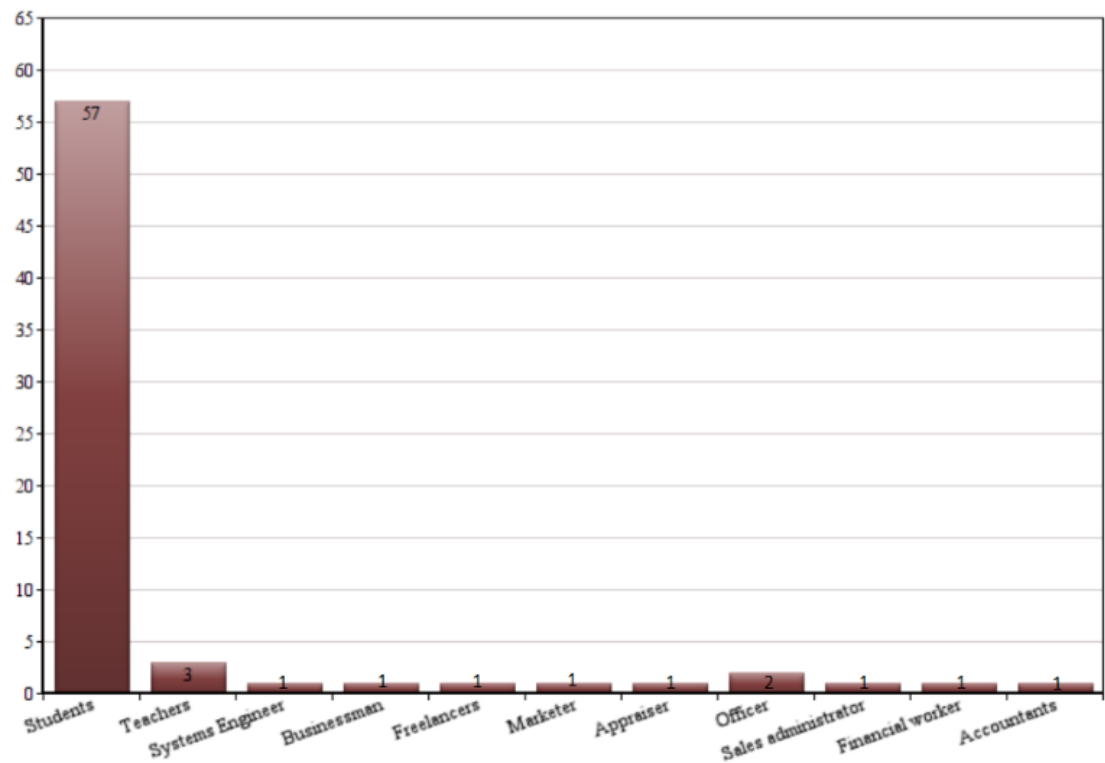


Figure 2: Job Chart of Survey

1. Do you use digital technologies ? (Bạn có sử dụng các thiết bị công nghệ không?)

70 responses

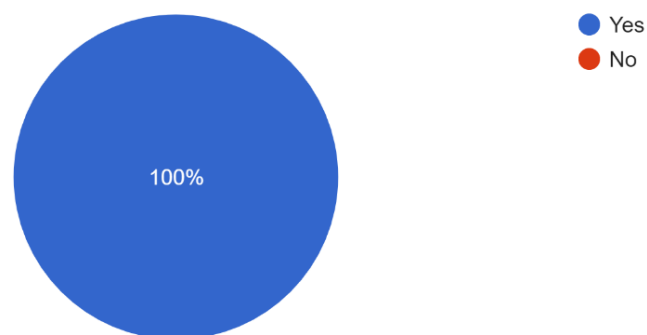


Figure 3: Chart of results question 1 in survey

2. Does your job require you to use digital technologies ? (Công việc của bạn có cần phải sử dụng các thiết bị công nghệ không ?)

70 responses

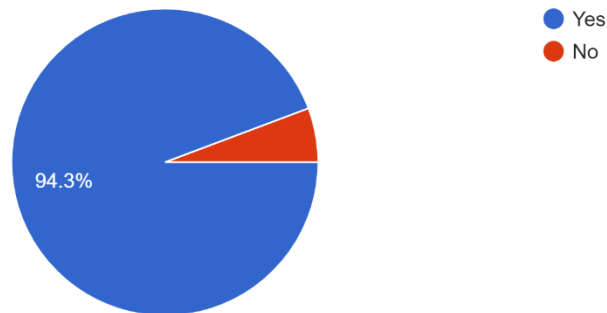


Figure 4: Chart of results question 2 in survey

3. What do you usually use digital technologies for ? (Bạn thường sử dụng các thiết bị công nghệ kĩ thuật số nhiều nhất cho việc gì ?)

70 responses

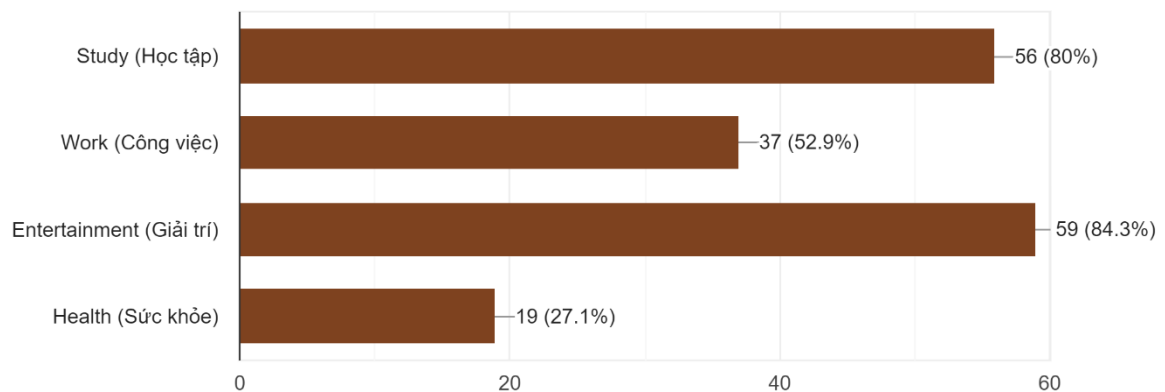
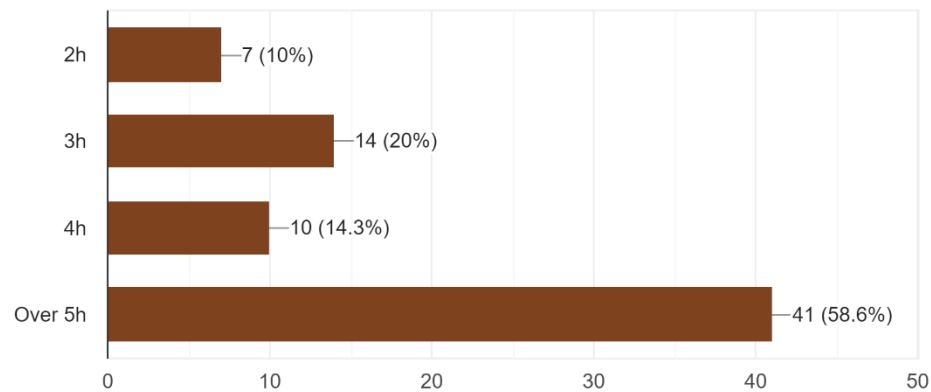


Figure 5: Chart of results question 3 in survey

4. In your opinion, how many hours of digital technologies usage will it affect your health ? (Theo bạn, sử dụng các thiết bị công nghệ bao nhiêu lâu thì có hại cho sức khỏe ?)

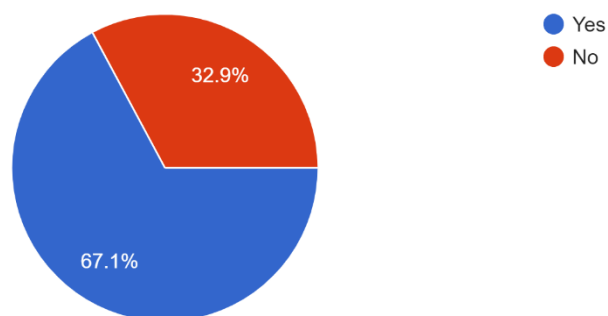
70 responses



*Figure 6: Chart of results question 4 in survey*

5. Do you think you are abusing digital technologies too much ? (Bạn có bị quá lạm dụng vào thiết bị công nghệ hay không?)

70 responses



*Figure 7: Chart of results question 5 in survey*

6. How long do you spend for digital technologies each day ? (Thời gian trung bình mỗi ngày bạn dùng những thiết bị công nghệ là bao lâu ?)

70 responses

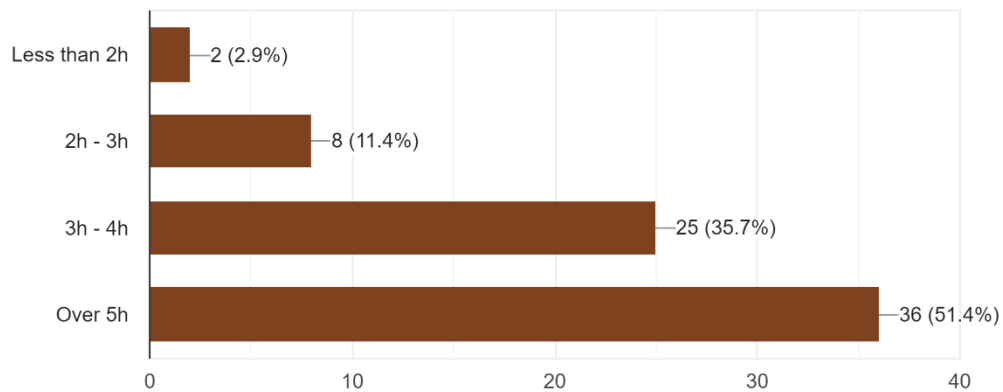


Figure 8: Chart of results question 6 in survey

7. In your opinion, should digital technologies use software that warn you when you use it too much ? (Theo bạn, các thiết bị thông minh có nên sử dụng phần mềm cảnh báo khi sử dụng quá nhiều không ?)

70 responses

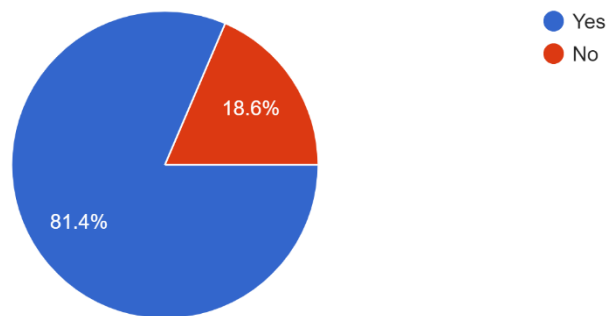
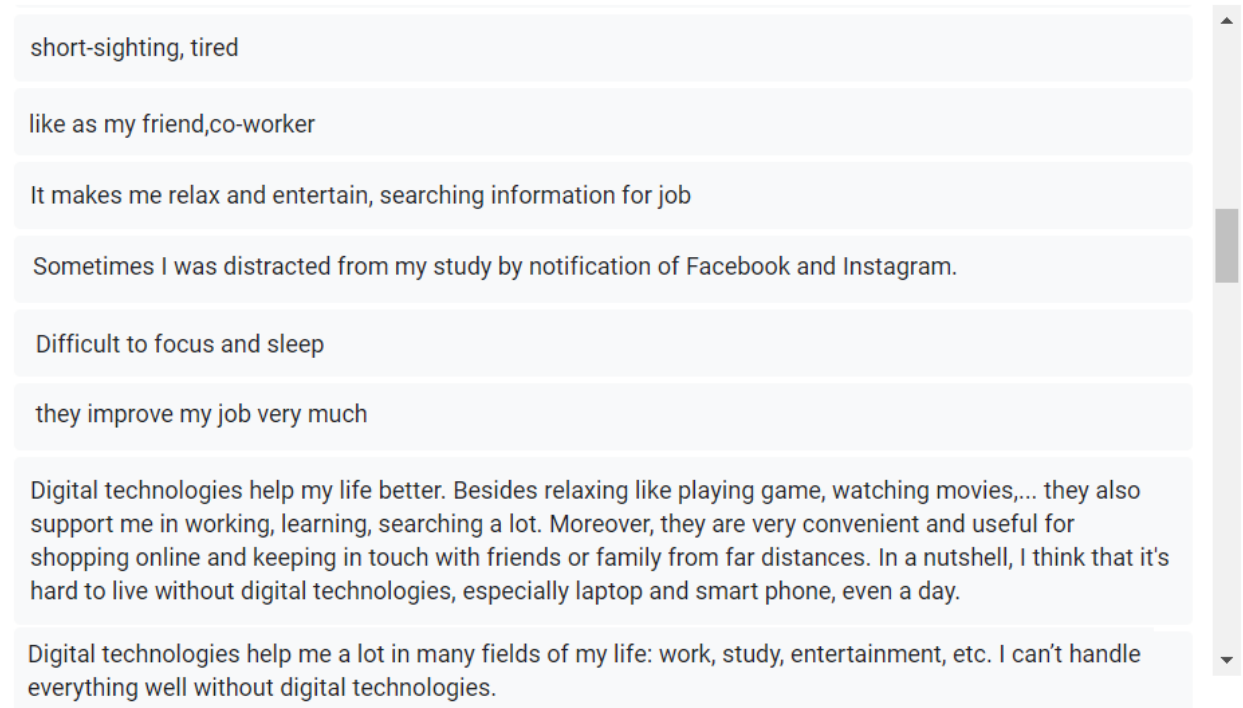


Figure 9: Chart of results question 7 in survey

8. How do digital technologies affect you ? (Các thiết bị công nghệ kỹ thuật số ảnh hưởng như thế nào đến bạn ?)

70 responses



short-sighting, tired

like as my friend,co-worker

It makes me relax and entertain, searching information for job

Sometimes I was distracted from my study by notification of Facebook and Instagram.

Difficult to focus and sleep

they improve my job very much

Digital technologies help my life better. Besides relaxing like playing game, watching movies,... they also support me in working, learning, searching a lot. Moreover, they are very convenient and useful for shopping online and keeping in touch with friends or family from far distances. In a nutshell, I think that it's hard to live without digital technologies, especially laptop and smart phone, even a day.

Digital technologies help me a lot in many fields of my life: work, study, entertainment, etc. I can't handle everything well without digital technologies.

*Figure 10: Some answers for question 8 in survey*

⇒ Total all answers for question 8 in survey **[1]**.

## Evaluation

Google form: We use google form to perform survey. Google form very convenient and easy to use. After run the survey, if we have grammatical or spelling flaws, we are still able to edit them. However, we should be caution while changing content of the survey on google form because the result and chart could be skewed. One more reason that might make the result deviate is that the participants didn't answer the questions seriously. That might make us collect answers that's not true and impede us to meet our final expectation.

Interview: Due to the complicated situation of COVID-19, the main tool we use to get information from the interviewees is through social media. We use two

methods: Make a call and send messages. By the first method, the receiving information is not so clear because of the noise, and most social media people use doesn't have a 'record the call' function so it's very hard for us to collect all the information that the interviewees gave. Thus, we prefer using the second method than using the first ones. Sending messages method can be more effective, it's simply because the interviewees could choose time to answer the questions, they also have time to search for more information and answer it more clearly and detailed. Using the first methods, there are some cases that we couldn't get the answer of the interviewees because by the time we contact to interview them, they might do not have time or they might not be able to answer the phone. Moreover, using the second method could help us save so much time because we can interview multiple people at a point in time.

We performed interview and survey with all object such as students and employees of various professions. Therefore, accuracy of survey and interview almost match with recent reality. We believe that we have choose the right people, all people that we selected both use digital technology devices and most of them take it seriously to answer our questions. The answers are also variety and near our prediction, that result already meet our expectation. We think that next time if we do the survey, we will ask deeper and more detail questions. The objects should be more variety (ages, work, concern, etc.).

## II. Recommendations (P6)

As a result of our research, we believe that most people are aware of the benefits and disadvantages that digital technology brings. Therefore, lots of apps, tools, or online announcements were created in order to help people minimize the inadequacies of digital technology. Specifically, we mainly focus on those apps which help users control the time they spent on using digital technology devices. We figured out that *Android* and *IOS* already develop tools on smartphones and tablets to help users control the amount of time that they spent using those devices. For instance, in order not to distract users by unnecessary notices, Android creates a 'Focus Mode' which is used for getting in the zone and blocking out distractions. Focus mode lets users select apps to pause temporarily. So, if they want to turn off a distracting app to get something done, all they have to do is tap. Unfortunately, this act must be done several times if there is more than one

app that users want to turn off, one more problem is that this kind of tool is developed lately, which means that some old-model devices don't have it so users need to download an independent app such as *Stretchly*, *Eye Care 20 20 20*, *Outstanding*, *Unhook*, *Micro Breaks*, etc. Secondly is about sleep. Many digital technology users have been complaining that they (or their kids) were attracted to social media so much that they even forget to go to bed, which causes a serious health problem. In order to handle that, developers have other tools born. In addition, bases on what we researched, there are many tools support sleep but we only concentrate on the one that is most effective. That tool permits us to set an exact time that all notices would be off or turn back on every day. There isn't any inconvenience but users might miss urgently important notices.

### III. Reflections (P7)

After doing this research, we finally got what we expected thanks to the concern of people who use digital technology. The participants give a variety of information and opinion about the topic and those pieces of information are very helpful for us. Besides, the survey shows us that digital technology users nowadays have good awareness about its impact on their health. Furthermore, the developers acknowledge it and have some solutions which still have disadvantages but we believe that really work. Especially, experience this helps us realize that we need to get better in setting questions for interviews or surveys and we also acknowledge that choosing objects plays an important role in the whole research.

*Table 1: Logbook for project*

Name:	Trinh Thi Dieu Huyen	Dinh Thi Mai Linh
Project title:	Digital Technology Effect – Wellbeing Digital	
Date:	5/6/2020 – 7/6/2020 (Fri - Sun)	
Update on weekly research/tasks achieved		
Points to consider:		
The work has been completed, include:		
<ul style="list-style-type: none"><li>- Accomplished establish a project team and identify project stakeholders</li></ul>		

<ul style="list-style-type: none"> <li>- Is already complete choose topic for the project</li> <li>- WBS completed</li> </ul> <p>➤ <i>Gantt chart is still in progress</i></p> <p>Did fulfil task requirements and be on track within deadlines set.</p> <p>Don't need to make any changes to project management plan, everything still happening as planned.</p>	
<p><b>Any risks and/or issues identified?</b></p> <p><b>Points to consider:</b></p> <p>Because determined risks and solution for that risks before when perform project, don't happen any issues that cause impact not good for project management plan.</p>	
<p><b>Problems encountered</b></p> <p><b>Points to consider:</b></p> <p>Because different schedule, we haven't many general times. However, we worked together when have general class or means of connect as Google meet, TeamViewer, Messenger, Zalo, Gmail, Driver.</p>	
<p><b>New ideas and change of project direction</b></p> <p><b>Points to consider:</b></p> <p>Our team totally concentrate on our first goal. The plan stays still and not changed through time. Mean, project direction unchanged and no have anything new ideas given.</p>	
<p><b>Tasks planned for next week</b></p> <p><b>Points to consider:</b></p> <p>Need must complete Gantt chart - This is task are priority.</p> <p>Then, start research about the objective and create list of questions for survey and interview. Next, proceed interview and survey. Finally, summary and analysis interview/survey.</p> <p>Have aside sufficient time for completion.</p>	
<p><b>Project plan status to date (on, ahead, behind)</b></p> <p>Initiation phase of project was on time.</p>	
<b>Date:</b>	8/6/2020 – 21/6/2020 (Mon - Sun)



### Update on weekly research/tasks achieved

#### Points to consider:

The work has been completed, include:

- Gantt Chart completed
- Is already complete research about the objective
- List of questions for survey and interview have been created and approved
- Interview completed
- Survey completed
- Summary and analysis interview/survey accomplished

➤ *Still in progress write report*

Did fulfil task requirements and be on track within deadlines set.

Don't need to make any changes to project management plan, everything still happening as planned.

### Any risks and/or issues identified?

#### Points to consider:

Because determined risks and solution for that risks before when perform project, don't happen any issues that cause impact not good for project management plan.

### Problems encountered

#### Points to consider:

Because different schedule, we haven't many general times. However, we worked together when have general class or means of connect as Google meet, TeamViewer, Messenger, Zalo, Gmail, Driver.

### New ideas and change of project direction

#### Points to consider:

Our team totally concentrate on our first goal. The plan stays still and not changed through time. Mean, project direction unchanged and no have anything new ideas given.

<b>Tasks planned for next week</b>  <b>Points to consider:</b>  Start provide final deliverables and evaluate the research. Besides, need continued proceed write report.  Have aside sufficient time for completion.	
<b>Project plan status to date (on, ahead, behind)</b>  Planning phase of project was on time.	
<b>Date:</b>	22/6/2020 – 23/6/2020 (Mon - Tue)
<b>Update on weekly research/tasks achieved</b>  <b>Points to consider:</b>  The work has been completed, include: <ul style="list-style-type: none"> <li>- Is already provide final deliverables</li> <li>- Evaluate the research completed</li> </ul> ➤ <i>Still in progress write report</i>  Did fulfil task requirements and be on track within deadlines set.  Don't need to make any changes to project management plan, everything still happening as planned.	
<b>Any risks and/or issues identified?</b>  <b>Points to consider:</b>  Because determined risks and solution for that risks before when perform project, don't happen any issues that cause impact not good for project management plan.	
<b>Problems encountered</b>  <b>Points to consider:</b>  Because different schedule, we haven't many general times. However, we worked together when have general class or means of connect as Google meet, TeamViewer, Messenger, Zalo, Gmail, Driver.	
<b>New ideas and change of project direction</b>  <b>Points to consider:</b>	

<p>Our team totally concentrate on our first goal. The plan stays still and not changed through time. Mean, project direction unchanged and no have anything new ideas given.</p>	
<p><b>Tasks planned for next week</b></p> <p><b>Points to consider:</b></p> <p>Continued write report and completed it.</p> <p>Have aside sufficient time for completion.</p>	
<p><b>Project plan status to date (on, ahead, behind)</b></p>	
<p><b>Date:</b></p>	<p>24/6/2020 – 28/6/2020 (Wed - Sun)</p>
<p><b>Update on weekly research/tasks achieved</b></p> <p><b>Points to consider:</b></p> <p>The work has been completed, include:</p> <ul style="list-style-type: none"> <li>- Accomplished report</li> <li>- Start create slide for presentation</li> </ul> <p>Did fulfil task requirements and be on track within deadlines set.</p> <p>Don't need to make any changes to project management plan, everything still happening as planned.</p>	
<p><b>Any risks and/or issues identified?</b></p> <p><b>Points to consider:</b></p> <p>Because determined risks and solution for that risks before when perform project, don't happen any issues that cause impact not good for project management plan.</p>	
<p><b>Problems encountered</b></p> <p><b>Points to consider:</b></p> <p>Because different schedule, we haven't many general times. However, we worked together when have general class or means of connect as Google meet, TeamViewer, Messenger, Zalo, Gmail, Driver.</p>	
<p><b>New ideas and change of project direction</b></p> <p><b>Points to consider:</b></p> <p>Our team totally concentrate on our first goal. The plan stays still and not changed through time.</p>	

<p>Mean, project direction unchanged and no have anything new ideas given.</p>	
<p><b>Tasks planned for next week</b></p> <p><b>Points to consider:</b></p> <p>Continue create slide for presentation and complete it.</p> <p>Have aside sufficient time for completion.</p>	
<p><b>Project plan status to date (on, ahead, behind)</b></p> <p>Execution phase of project was on time.</p>	
<p><b>Date:</b></p>	<p>29/6/2020 (Mon)</p>
<p><b>Update on weekly research/tasks achieved</b></p> <p><b>Points to consider:</b></p> <p>The work has been completed, include:</p> <ul style="list-style-type: none"> <li>- Slide to present finished</li> <li>- Gave a presentation</li> </ul> <p>Did fulfil task requirements and be on track within deadlines set.</p> <p>Don't need to make any changes to project management plan, everything still happening as planned.</p>	
<p><b>Any risks and/or issues identified?</b></p> <p><b>Points to consider:</b></p> <p>Because determined risks and solution for that risks before when perform project, don't happen any issues that cause impact not good for project management plan.</p>	
<p><b>Problems encountered</b></p> <p><b>Points to consider:</b></p> <p>Because different schedule, we haven't many general times. However, we worked together when have general class or means of connect as Google meet, TeamViewer, Messenger, Zalo, Gmail, Driver.</p>	
<p><b>New ideas and change of project direction</b></p> <p><b>Points to consider:</b></p> <p>Our team totally concentrate on our first goal. The plan stays still and not changed through time.</p>	

Mean, project direction unchanged and no have anything new ideas given.
<b>Tasks planned for next week</b>  <b>Points to consider:</b>  Closing project.  Have aside sufficient time for completion.
<b>Project plan status to date (on, ahead, behind)</b>  Closing phase of project was on time.

#### IV. Evaluations (M4)

According to our plan, project pretty successful. We completed all goals and purpose give (the goals and purpose are already outlined detail in the first assignment report). The issues also be solved follow positive and most optimal directions. Everything both accomplished was on time. Things in plan we have done quite smoothly and completed very good (the specific works that we did when implementing the plan recorded specifically in logbook of project). However, when implementing the plan, we have to face up with some small problem such as not have many general times because schedule different. This cause to a little difficult for we in process implementing project. Though so, we passed it by many solutions good. Then, everything both takes place as original plan.

## Reference:

- [1] By me, 2020. *Total All Answers For Question 8 In Survey - ASM2 - Managing A Successful Computing Project*. [image] Available at: <[https://drive.google.com/drive/folders/1HAjYNVjVj9RsG\\_nb-sqOOFcxOD--alx2?usp=sharing](https://drive.google.com/drive/folders/1HAjYNVjVj9RsG_nb-sqOOFcxOD--alx2?usp=sharing)> [Accessed 25 June 2020].
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