Faculty of Information Technology

FIT3161 Computer Science Project Part 1 / FIT3163 Data Science Project Part 1

Reflection Entries

Weight: Reflection Entry 1 - 5%
Reflection Entry 2 - 5%

Due Date: Reflection Entry 1 - End of Week 5, 11:55 pm
Reflection Entry 2 - Tuesday, Week 14, 11:55 pm

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[1] If the due date falls on a public holiday, the new due date will be 1 day before the actual due date at the same time

Assignment Specification and Deliverables

This assignment will consist of two Reflection entries.

The first Reflection entry should contain entries describing what has been accomplished through weeks 1 to 5. The entries need to have information on tasks undertaken, but more importantly, include critical reflections on the tasks undertaken and content covered during this period.

The second Reflection entry should relate to what has been happening in week 6 to the end of week of the semester. The entries need to show critical reflections on the project, as well as cognizance of the assigned roles/tasks for each member of the project team. Your reflection needs to be related to your individual project.

You may briefly list the topics taught during the weekly seminars and studios as a reference, however, such a listing should not be the main content of your reflection entry. Instead, the focus should be on personal reflection: how have you benefited from the activities? What was difficult or confusing? Were there any team issues? How did you solve the issues? What are ongoing problems? How does your learning apply to your project and going forward with the project?

The reflection entries are also used as evidence to ensure each team member contributes equally to the project.

Note: You do not need to have a reflection entry for each week – you can consolidate several weeks' events in one reflection entry. For example, in reflection Entry 1, you can consolidate Week 1 to 5 events into one reflection entry rather than breaking it up into weekly entries. This is up to you.

Instructions

1. All submissions must be in the form of a word/pdf document and saved as:
   <<Student ID>>_ Reflection Entry 1.docx (or .pdf),
         where <<Student ID>> is your Monash student ID.

2. Please upload your submission on the FIT3161-3163 Moodle site under the relevant "Reflection Entry #" submission link.

Late Submission:

1. Submission must be made by the due date. For each day, or part thereof, an assessment task is overdue, a late penalty of 10% of the available total marks applies up to a maximum of seven days. Assessment tasks submitted more than seven days after the due date will receive a mark of zero for that task and may not receive feedback.

2. If you believe that your assignment will be delayed because of circumstances beyond your control such as illness, you should apply for an extension prior to the due date. Extensions and other individual alterations to the assessment regime will only be considered using the University Special Consideration Policy. Students should carefully read the [Special Consideration website](), and follow the Special Consideration application procedure.

Marking criteria:

Each entry is given a score between 0 and 1 as follows:

    0   No entry

    0.3 An incomplete reiteration of what was done.

    0.5 A reiteration of what was done, but no reflection about what was done, next steps, etc.

    0.8 A complete reflection on what was done.

    0.9 A thorough and well-articulated reflection with correct terminology used.

  + 0.1 For overall presentation

Note: It has been noticed that students often lose marks because they fail to put their names on their submissions. Please ensure you have your name on the submission. An automatic 20% penalty will apply if you fail to put your name on the submission.

The following references provide more information about what good reflective journals should be.

1. The structure of reflective writing - Research & Learning Online
2. A complete guide to writing a reflective essay | Oxbridge Essays
3. Examples of Reflective Writing | UNSW Current Student

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An example of a Reflection Entry/ Reflection

Below is an example of a (weekly) reflection entry. This is a one-week entry and therefore more will be expected of a 5-weeks entry. (Note: You need to adjust the structure and content of your personal reflection to your particular project and activities.)

Tasks Undertaken

Group meeting was before the workshop to discuss the Case Study, points were collated and uploaded to a Google Doc, then the group completed the study in the workshop. I had an attempt at Excel work for the week before the workshop, but it was difficult to understand, however it was clarified in the workshop.

Critical Reflections

There was a conflict between myself and a group member, however not serious, just a misunderstanding of the task set. In the end the task was completed to a satisfactory level, but the other group member was still a little confused. Also, I have a difficult time understanding business/project math, aka NPV, POI, and IRR. However, the workshop was useful and I've a clearer understanding of the concepts after attending the workshop.

Assigned Roles/Tasks

Wrote a third of the case study and also was the editor. Other members of the group also contributed their thirds of the study and also did the referencing.

Accomplishments

Submitted Case Study 1 and got introduced to the selecting and managing project concepts theoretically and practically. Also, got a better understanding of the dynamic of the group and where to delegate and spend more time to ensure everyone is on the same page.

Next Week's Tasks/Reflections

Further study the project concepts and prepare for the quizzes. Have to get to know the team better.

Use of Generative AI tools in Projects and Assignments
Policy for FIT316x Units (based on Monash University policy)

Use of Generative AI Tools is acceptable (unless explicitly forbidden in a particular assignment specification)

●The use of generative AI tools is allowed and is not penalized in marking.

●Students must **acknowledge** when generative AI is used

●Students must clearly indicate which part(s) of the assessment submission contain material where generative AI has been used.

●Students must indicate **how** generative AI was used e.g., what AI tool was used and what questions were asked.

●Students must show **critical thinking** when using generative AI responses. Any errors made by the AI will be assessed as if they were made by the students - i.e. "The AI made a mistake" is not a reason for submission of erroneous work. You will lose marks for this!

To correctly acknowledge the use of Generative AI, please see:

https://www.monash.edu/learning-teaching/TeachHQ/Teaching-practices/artificial-intelligence/policy-and-practice-guidance-around-acceptable-and-responsible-use-of-ai-technologies