Faculty of Information Technology

FIT3162 Computer Science Project Part 2
FIT3164 Data Science Project Part 2

Assessment details.

Interim presentation (group submission)
5%, Due week 5 and 6 in normal studio/seminar sessions

Each team must orally present project progress so far (up to week 5 or 6).
The presentation should include:

1. An introduction
2. A review of the software development methodology used
3. The work completed to date (include a demonstration of any working parts of the software)
- FIT3162 (Computer science project): provide detailed explanation of the computer science and software development aspects of your project (e.g., coding, version control, bug tracking).
- FIT3164 (Data science project): provide detailed information about the data science aspects of your project, such as data pre-processing, visualisation, data transformation, and the methodology used for the data analysis.
4. Overview of how well you are tracking in relation to your original plan
5. Explanation of the steps you took or will take to resolve the problems
6. Presentation of the next steps of your project
7. Indication of anticipated future issues or problems
8. Indication of any issues specifically related to the software development methodology used
9. Indication of any other problems/setbacks encountered
10. Discussion of team management (how are you managing communication, task allocation, and issue resolution?)
11. "Other business" (an opportunity for you to raise any other relevant matters you wish)
12. A conclusion
13. A bibliography

Any point above may be omitted if it is not relevant to your project. Organise your presentation content to communicate most effectively. Discuss and justify all major project team decisions.

Time for presentation:

10 mins (team of 3) or
12 mins (team of 4)
+ question time (length on a case-by-case basis at the discretion of tutors)

Presentation format

All presentations will be made on campus. All team members must contribute equally to the presentation and be present to answer questions.

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Submission

Slides in **PDF format**, with file name << Team_No>>.pdf, need to be submitted on Moodle at the end of the presentation (For example: Team_CS_05.pdf).
Deadline for submission: **11.55 pm on the day of the presentation.**
You can find the submission link on Moodle under the Assessments page.

Presentation requirements and suggestions

1) When showing slides, please clearly indicate the slide numbers and the name of the speaker at the bottom of the slide that the speaker is talking about.
2) Balance your slide content with text and graphics as appropriate. Slide content should add value to the presentation and not distract the audience.
3) Please ensure a seamless transition between presenters. You should rehearse the presentation a few times, especially the handover between presenters. Plan your presentation well among all team members. Exceeding the time limit will be penalised.
    a) Every 30 seconds over the time limit will incur a 10% penalty.
    b) The teaching staff can stop the presentation if the time is exceeded significantly.
4) Use cue cards or notes in point form/keywords to help remember your part of the presentation.
5) Avoid reading directly from your notes. Only read a sentence verbatim if it is a direct quote.
6) Use the Presenter Notes feature in Powerpoint/Google slides etc.

Marking criteria for presentation

Criteria	Marks
Introduction	10
Content	10
Individual contribution (individually marked for each team member)	10
Whole team dynamics and coordination	10
Visual aids / slide presentation	10
Question and Answer section responses and professionalism	10
Total	**60**

continue next page for marking guide

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Marking Guide

Each criterion will be marked out of 10. The overall presentation will be marked out of 60.

	HD (10-8.0)	D (7.5-6.5)	C (6.0-5.5)	P (5.0)	F (4.0-0)
Introduction	Introduce all team members, clear intro. of project goals and what will be described in the presentation.	Introduce all team members, a brief intro. of project goals and a brief intro. of what will be described in the presentation. Not as clear as HD.	2 of 3 of HD content. Reasonably clear	As for C but not very clear and requiring clarification	Not meeting a P grade.
Content	Excellent coverage of main content: PM, current status and next 5 weeks' plan is thorough and clear.	Good coverage of main content: PM, current status and next 5 weeks' plan	Good coverage of at most 2 of 3 of the main sections as for HD	Mention of all or most of the main section but lacking detail.	Not meeting a P grade.
Individual presentation skills	Speaks confidently and clearly. Maintains excellent eye contact and body language. Engages the audience with enthusiasm and effective use of vocal variety. Uses cue cards or notes .effectively and minimally.	Speech is mostly clear and is paced well. Maintains good eye contact and body language. Slightly too dependent on cue cards or notes.	Speech is a bit unclear with some minor hesitations. Inconsistent eye contact and body language. Reading straight from cue cards or notes with few breaks.	Speech is unclear and there are frequent hesitations. Avoids eye contact and unmanaged body language. Reading straight from cue cards or notes for a significant amount of time.	Not meeting a P grade.
Team presentation skills	Excellent team coordination. Excellent preparation and presentation structure.	Good team coordination. Good preparation and presentation structure.	Team coordination and some preparation; can be improved.	Team coordination and preparation is not evident.	Not meeting a P grade.
Visual (slides)	Visuals relate to oral well. Easy to read and follow. Add to the understanding of the presentation. Good balance of content, colour and white space.	Visuals relate to oral. Easy to read and follow. Add to the presentation. Good balance of content, colour and white space.	Visuals relate to oral. Easy to read and follow. Good balance of content, colour and white space mostly OK. There is obvious room for improvement.	Visuals do not relate to oral. Not very clear and can be organised better. Balance of content, colour and white space can be improved.	Not meeting a P grade.

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Important

If your team cannot be present at the scheduled time for any reason, you must notify the teaching team as soon as possible to determine what assessment arrangements, if any, need to be made.

Further notes regarding the attendance to the presentation and special consideration if needed:

Failure to attend a presentation <u>without</u> either,

1) Pre- or post-presentation approved special consideration,
2) A course-related exemption such as a clash with another unit's assessment or a requirement to attend a formal, scheduled study-related activity outside of this unit, will incur the following "no show" penalties in addition to any late or other penalties applied to the assessment:

* without a warning to teaching staff at least 24 hours prior to the presentation scheduled time, penalty = 40% of available marks.
* with a warning to teaching staff at least 24 hours prior to presentation, penalty = 20% of available marks.

Late Submission

1. Submission must be made by the due date. Late submission penalties will be deducted according to Monash University policy. (See Moodle, "Additional information and resources" section).

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

Use of Generative AI tools in Projects and Assignments
See this assessment's Moodle module for the policy regarding use of GenAI in this unit.