

2023-2024 Coursework Global Formative Feedback

Feedback on Coursework Part A & Lessons Learnt Towards Final Submission of Coursework on 02 November 2023.

1. Submission

- The **coursework final deadline** must be strictly complied with (all dates and times specified with London Time).
- For the **final graded submission of the coursework part A + B**, it is **THURSDAY 02 NOVEMBER 2023 at 13:00:00**.
- Anything submitted after the deadline is penalised according to the University rules & Regulations.
- Coursework submission must be made exclusively **on Blackboard**. Nothing must be sent to individual staff.
- **No coursework submissions should be sent by email** to the Module Leader or other members of the Module Team. These will not be accepted under no circumstances.
- Blackboard is likely to be very busy for the final hour before the submission date and time. Submission in the final hours must be avoided and must be made before.
- **Deadline extensions cannot be given** by the Module Leader ever, under no circumstances.
- If you're facing disruption to your studies due to circumstances that are out of your control, you may be able to claim for **Mitigating Circumstances** for late submission or no submission. Please see <https://www.westminster.ac.uk/current-students/guides-and-policies/assessment-guidelines/mitigating-circumstances-claims>
- If you have **Learning Support Entitlements**, your Reasonable Adjustments Framework arrangements will specify the practicalities for your submission. This may include a five-working day extension if it has been authorised.

2. Originality report and Assessment Offences

- **Similarity indexes** are far too high in far too many cases.
- You will be investigated for **assessment offence** if the similarity index on the originality report is too high.
- Every coursework submission needs to be **absolutely individual**.
- If 2 coursework submissions are too similar, both students will be investigated and penalised.
- If the content of your coursework submission is too similar to external sources without having been rephrased, you will be penalised.
- You are not encouraged to use the provided coursework specifications as template for your submission. Otherwise, the similarity index will be too high, and your work may be considered for investigation.

3. Structuring and formatting of the coursework submission

- Only **ONE FILE** must be uploaded as part of a coursework submission, and it must be a **PDF FILE**.
- A cover page must be included at the start of the document with your personal details, group number if you know it (e.g. CS3) and day of the week and time of the tutorial that you have been allocated to.
- The pages of your coursework submission must be numbered.
- A table of content is not compulsory but very welcomed.
- The different parts of your coursework submission and the questions that are covered need to be clearly labelled e.g. Part A Question 1) , 2) , etc. to allow the markers to easily find their way around your coursework.
- For coursework part A, the **emphasis** needs to be put on the producing of the **conceptual EERD** (question 1).
- The data dictionary tables required in questions 2 to 4 are only used as supportive documentation of the EERD.

4. Layout and readability of the conceptual EERD (Part A)

- **Overall**
 - A high-quality **layout** for the EERD is essential. EERDs that are very cluttered must be avoided and will be penalised.
 - A good quality **readability** of the EERD is essential. EERDs that are unreadable must be avoided. Names of entities, attributes, relationships, and multiplicities need to be clearly readable.
 - The EERD can be presented in landscape mode, as opposed to portrait mode, if it makes it clearer.
 - **UML notations** must be used, nothing else. The use of any other notations will be penalised.
- **Entities and attributes**
 - **Entities** must be represented as rectangles with a smaller one on top of a larger one.
 - The smaller rectangle on top must contain the **name of the entity prefixed with your ID number**.
 - The larger rectangle at the bottom must contain the **names of all the attributes, each prefixed with your ID number**.
 - The **primary key** needs to be indicated in curly brackets as {PK} and possibly in bold for greater.
 - **No foreign keys** on a conceptual EERD. Therefore, no foreign keys in part A
 - Prefixing with the ID must be done for questions 2 to 7 (all questions apart from question 1).
 - Data dictionary tables (question 2 to 5)
 - Conceptual EERD (question 6)
 - Logical ERD (question 7)
 - Failure to comply with the prefixing with the ID for these questions will be penalised.
- **Binary relationships**
 - The **binary relationships** between entities must be lines and **not arrows**.
 - Each binary relationship must have a **name**, which is a verb in the 3rd person e.g., 'employs'.
 - Each binary relationship must have a **reading direction** that provides a clear semantic (i.e., meaning) for the relationship.
 - The reading direction must be positioned near the relationship name and represented with a black triangle that must be filled in.
 - Each binary relationship must have **2 values for multiplicities (participation + cardinality)** on each side of the relationship where it connects to the entity.
 - Try as much as possible to avoid relationships crossing because crossings can lead to conceptual confusions.
 - If you must have 2 relationships crossing, you need to create "a line jump" i.e., a very small bridge over the relationship.
 - <https://draw.io/> has an option called "line jumps" on the formatting panel on the right hand-side that appears when you select a line. Use it to create your little bridge. I have demonstrated this process right at the end of the Live Lecture 3 that was recorded on Thu 12 October 2023. Please view the recording to see how the line jump gets created.
- **Specialisations**
 - The **specialisation** needs to be represented by a clear transparent triangle (not filled in) and lines that connect the general entity to the specialised entities.
 - A **participation constraint** must be added near the clear triangle in curly brackets i.e. {optional, and}, {mandatory, or}, etc.
 - If you specialise with **only one specialisation**, you should only have {optional} and nothing else.
 - The **specialised entities inherit both the attributes and relationships** from the general entity.
 - A specialised entity should only have attributes that are specific to them. If the same attributes are repeated between all specialised entities, then these attributes should be moved up to generalisation level. It is possible for a specialised entity not to have attributes of its own.
 - A specialised entity should only have relationships that are specific to them. If the same relationships are repeated between all specialised entities, then these relationships should be moved up to generalisation level.

5. Semantic of the conceptual EERD (part A)

a) General considerations.

The EERD needs to **focus on the core essence of the business**:

- The fact that residences contain accommodations.
- The fact that guests can place bookings for accommodations, experiences, and meals.
- The fact that there are essentially 2 different types of accommodations – apartments and rooms – and that apartments have rooms.
- The fact that there are essentially 2 different types of experiences – off-site and on-site in our residences.
- The fact that there are essentially 2 different types of off-site experiences – excursions and hikes.
- The fact that there are essentially 3 different types of on-site experiences – fitness classes, craft workshops and cooking classes.
- The fact that there are essentially 2 different types of meals – collective meals in our residences and meals delivered to our accommodations.
- The fact that there are 5 essentially different types of members of staff to support the key operations of our core business: drivers, guides, instructors, chefs, and housekeeping attendants.
- **Everything else is superfluous!**

b) Other key issues to be considered.

- **Vacoliday**
 - Vacoliday is the main business for which an EERD is being produced.
 - Vacoliday cannot feature on the EERD.
- **Residences and accommodations**
 - Residences and accommodations are 2 separate things, both of huge importance to the business.
 - An accommodation is not a special type of residence.
 - Accommodations can have bookings placed for them, not residences.
 - The details of residences need to be stored separately as they are the locations of on-site experiences but also where collective meals take place.
 - Information on dining suites do not need to be stored.
- **Meals**
 - Meals are also of importance to our business.
 - Meals need to be scheduled at a specific date and time, given a cost and very clear description to accommodate any dietary requirements.
 - Meals are cooked by chefs and can have bookings placed for them.
 - Collective meals take place at a residence that might be different than the residence that contains the accommodations for which they have placed a booking.
 - Delivered meals need to be delivered to accommodations that might be different than the accommodation for which guests they have placed a booking.
- **Experiences**
 - Experiences are essential to our business.
 - Experiences need to be scheduled with a specific start date and time and end date and time.
 - Experiences need to be given maximum capacity, a specific cost, and a clear description so that to inform guests about what they entail.
 - Experiences need to also be given an age requirement and an accessibility requirement to potentially accommodate those guests with disabilities and impairment.
 - Experiences can have bookings placed for them and need to be supported by the right staff.
 - Experiences can only be on-site (at a residence) or off-site (out and about).

- **Guests and bookings**
 - The details of bookings need to be stored separately.
 - Guests can place as many bookings as possible for accommodations, meals, and experiences.
 - A booking can include many guests.
 - No need to store the details of families of customers separately.
 - For every guest, personal details, contact details, dates of birth, levels of physical fitness, impairments or disabilities, dietary requirements and card payment details are all important.
- **Staff**
 - There are essentially 5 different types of staff who have key roles and who need to be stored separately.
 - For each of these types of staff, their specific role mean that they need to be allocated something specific on the rest of the system in relation to the key operations of the core business.

6. Asking Questions for the coursework

- Your **Business Questions** for the Coursework Part A must be asked using the “**Coursework Q&A - Business Questions**” forum in the “Q&A Forums” area of Blackboard.
- The “**Coursework Q&A - Business Questions**” will be active until **FRIDAY 27 OCTOBER 2023 AT 17:00:00**.
- Any questions asked **after FRIDAY 27 OCTOBER 2023 AT 17:00:00 WILL NOT be answered**.
- Any questions asked **too close to FRIDAY 27 OCTOBER 2023 AT 17:00:00** take the risk of not being answered on time for your coursework final deadline because of the sheer volume of questions.
- Check out questions previously asked and already answered as they contain very valuable information on all components of the ERDs: entities, specialisations, relationships, multiplicities, attributes, and keys.
- Any other questions must be asked using the “**Module Q&A**” forum also in the “Q&A Forums” area of Blackboard. This forum will also only be active until **FRIDAY 27 OCTOBER 2023 AT 17:00:00**.

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