

University of Lincoln Assessment Framework

Assessment Briefing Template 2021-2022

Module Code & Title: CMP3753M Project
Contribution to Final Module Mark: 10%
Description of Assessment Task and Purpose: <p>This is Assignment 1 and is an individual assessment.</p> <p>This assignment takes the form of a 'project proposal' document and ethical approval. The emphasis for both these items, and the Project Report document is on working independently, with the support of a supervisor, to set and achieve a set, feasible aim.</p> <p>By undertaking the Project, you should work independently to fulfil objectives you have identified and, through this process, are expected to demonstrate the application of practical and analytical skills, innovation and/or creativity, and the synthesis of information, ideas and practices to generate a coherent problem solution.</p> <p>The ethical assessment is an analysis of the potential ethical issues that could be raised by your project. Use the University standard ethical approvals procedure for undergraduates.</p> <p>The generation of a problem solution (or artefact) that represents an output from the software (or systems) development life cycle (SDLC) is a key requirement of the Project.</p> <p>The proposal template is based upon the LNCS submission template (it is refactored in places to University standards), and as such, proposes a format which is commonly used for submissions at academic conferences and journals.</p> <p>The format and required sections for the proposal are outlined below.</p> <p>Templates for the proposal are supplied in Latex and Word formats. If you wish to use other document formats, then fine, but the document must conform to the standard outlined in the above document formats.</p> <p>Please see the Criterion Reference Grid for details of how the presentation will be graded.</p>
Learning Outcomes Assessed: <p>[LO1] Devise aims and objectives of a feasible project, identifying appropriate methods, tools, techniques, timescales and deliverables</p>

Knowledge & Skills Assessed:*Subject Specific Knowledge, Skills and Understanding:*

Objective and milestone formulation, literature search methods, research and data gathering methods.

Professional Graduate Skills:

Presentation/communication skills, writing skills

Emotional Intelligence:

Motivation, self-confidence.

Career-focused Skills:

Proposal formulation and feasibility.

Assessment Submission Instructions:

The deadline for submission of this work is included in the School Submission dates on Blackboard.

An electronic submission is required for this assignment. The project proposal document should be submitted through the **CMP3753M Assignment 1** submission area. The EA forms should be submitted in the **CMP3753M Assessment 1** Supporting Documents section.

This module is graded using a criterion reference grid. You should be clear in your understanding of the grading principles; if you are not, please seek the advice of your supervisor.

Date for Return of Feedback:

Please see the School assessment dates spreadsheet.

Format for Assessment:

Written project proposal document in LNCS-based format. Templates (Word and Latex) are provided.

Feedback Format:

Blackboard written feedback, supervisor face-to-face feedback.

Additional Information for Completion of Assessment:

In this assignment, you should produce:

1. A **project proposal**, specifying a clear, specific, academically justified, and appropriately scoped aim and set of objectives. In addition, this document should include a review of project progress. This review should also address questions such as:
 - What is the rationale for the project?
 - What are the milestones/objectives of your proposed project?
 - What are the potential risks to your project and how might you mitigate them?

- What is your preferred research and data gathering methodology?
- 2. **Ethical Approval** documents which outline the ethical considerations you have made when developing your project.
 - a. You must read the information regarding ethical guidelines available in the Assessments section of this modules Blackboard site. The EA1/EA2 forms are here for download too. After discussion with your supervisor (and maybe others), you must complete the required EA forms and these **must** be submitted as part of assignment one. EA forms are subject to the approval of the second marker. If the second marker expresses ethical concerns, the EA forms will then be referred to School members of the College of Science Ethics Committee. ***No pass mark for this assessment will be awarded until ethical approval has been granted at School level.***

The project proposal document, will take the form of a written document submitted electronically to Blackboard. It should be noted that the project proposal is not a substantial piece of work – it should be brief, and to the point, but it does require considerable thought and analysis. The project proposal must include the following sections:

1. **Abstract** An abstract outlining the project basis, its aims, work carried out and to be undertaken.
2. **Introduction** An introduction, of no more than 500 words, which explains the background and rationale for carrying out the project and sets out why the project is relevant and beneficial with respect to your particular programme of study (Computer Science or Games Computing). You should seek the advice of your supervisor to ensure that your project topic is appropriate for your programme of study.
3. **Aims and Objectives** The aim of the project and the objectives which must be met in order to achieve this aim. The aim is decomposed into several objectives. Meeting these objectives will contribute to achieving the stated aim. The objectives should be SMART.
4. **Academic Literature** Identify **at least** five pieces of academic literature which you have identified as being directly relevant to the project. (Note: This section is a precursor to a more comprehensive review of the academic literature which will form part of the project interim report and project report).
5. **Project Plan and Risk Analysis** A documented project plan (including your research methodology) which encompasses the whole of the timeframe for the project and shows timescales and milestones for achieving each of the project objectives. This may take the form of a Gantt chart. The level of granularity for this plan will be no more detailed than one week. The Risk Analysis should identify and explain the specific risks, assign likelihood and assessed impact to each risk and set out how each risk might be managed or mitigated. Generic risks (e.g. illness, loss of data, IT problems etc.) are common to all projects and should NOT be included here. This written explanation is to be no longer, in total, than 300 words.
6. **References** A list of references, in accordance with the University of Lincoln Harvard Referencing Guide.
7. **Word Count** The total number of words (including references, captions etc) of your proposal document.

As a **guideline**, the total word count for this assignment should be around 1300 words (+/- 10%).

Assessment Support Information:

More information on research methods: <https://bit.ly/2YeBErt>

Project supervisors will be allocated by the beginning of week 1. A recommended schedule for the first meetings with your supervisor is given below:

Week 1, agree on the project to be undertaken. Discuss the project aim and objectives.

Before next meeting, send draft aim and objectives to supervisor for comment.

Week 2, review draft aim and objectives. Discuss literature search and research methods and techniques. Discuss project specific risks.

Before next meeting, send draft research methods to supervisor for comment.

Week 3, review research methods. Discuss EA forms.

Important Information on Dishonesty & Plagiarism:

University of Lincoln Regulations define plagiarism as 'the passing off of another person's thoughts, ideas, writings or images as one's own...Examples of plagiarism include the unacknowledged use of another person's material whether in original or summary form. Plagiarism also includes the copying of another student's work'.

Plagiarism is a serious offence and is treated by the University as a form of academic dishonesty. Students are directed to the University Regulations for details of the procedures and penalties involved.

For further information, see www.plagiarism.org