



UNIVERSITY OF
LINCOLN

School of Computer Science
Assessment Package Briefing Document

**Title: CMP3060M Project Assignment 1
(Project Proposal)**

Indicative Weighting: 15%

Learning Outcomes:

On successful completion of this assessment package a student will have demonstrated competence in the following areas:

[LO1] articulate the aim and objectives of a feasible project, identifying timescales and deliverables.

This assignment takes the form of a written proposal and also forms the basis and justification for the work that will be done in *assignment two* of the module. The emphasis for both these assignments is on working independently, with the support of a supervisor, to achieve a set, feasible aim.

In *assignment one*, you should produce a project proposal, specifying a clear, specific, academically justified, and appropriately scoped aim and set of objectives. For *assignment two*, you should work independently to fulfil these objectives 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.

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 assignment two. It is assignment one that lays the foundation for this.

This assignment, the Project Proposal, will take the form of a written proposal 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 proposal is submitted early in the first semester and must include the following seven sections:

1. An introduction, of no more than 800 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 the particular programme of study (Computer Science or Games Computing). You should seek the advice of your Project Supervisor to ensure that your proposed Project topic is appropriate for your named programme of study.
2. The aim of the project and the objectives which must be met in order to achieve this aim. The aim is decomposed into a number of objectives. Meeting these objectives will contribute to achieving the stated aim. This section is to be no longer than 400 words.

3. A list of five pieces of academic literature which *you* have identified as being *directly relevant* to the project. After each piece of literature is listed, a short paragraph must explain and justify its direct relevance to the project. This section is to be no longer than 500 words. (Note: This section is a precursor to a comprehensive review of the academic literature which will form part of assignment two).
4. A documented project plan 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. It is acknowledged that tasks, at this early stage, may not yet be fully defined. The level of granularity for this plan will be no more detailed than one week, i.e. the plan will show the planned number of weeks (with calendar dates) required for each task and show, graphically, where tasks are planned to overlap or run concurrently. The plan will be accompanied by a separate written explanation which gives more detail to each task, where required. This written explanation is to be no longer, in total, than 500 words.
5. A consideration of all the specific risks associated with the project. This 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, therefore, be included here.
6. A list of references, in accordance with the *University of Lincoln Harvard Referencing Guide*.
7. Ethical Approval (EA) forms, completed correctly. You must read the information regarding ethical guidelines available in the Assessments section of this modules Blackboard site. After discussion with your supervisor (and maybe others), you must complete the required EA forms (typically forms EA1 and EA2) 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 final mark for this complete module will be recorded unless and until ethical approval has been granted at School level.*

Useful Information

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

Before next meeting, send draft aim and objectives to supervisor by email.

Week 3, review draft aim and objectives. Discuss literature search methods and techniques. Discuss project specific risks.

Before next meeting, send draft risk mitigation plan to supervisor by email.

Week 4, review draft risk mitigation plan. Discuss EA forms.

Before next meeting, send completed EA forms to supervisor by email, for comment.

Submission Guidelines

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

An electronic submission is required for this assignment.

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.

Hand In Instructions

See hand in schedule.

DO NOT include this briefing document with your submission.