Soft Skills Sessions Grading Criteria

The sections of your ICA that are to be evaluated in this Soft Skills Module are highlighted in blue. The specific manner in which you will be fulfilling these tasks is explained in the final section of this document.

1.	Produce technical documentation explaining and justifying the processes and results of design, implementation and testing a networked infrastructure. (PTS3)
2.	**Work effectively and be proactive in a team to produce a solution, which is based on well-understood requirements (PTS4).**
3.	Design a network to meet specified business requirements and select appropriate network technologies and topologies. (RKC2)
4.	Based on well understood requirements, prove or validate that the proposed design and implementation meet project specifications. (PS4).

Assessment Criteria and Indicative Weighting

#	Description	Points
1	Correct analysis of the requirements given in the brief, with appropriate consideration of possible outcomes, with well justified final list of requirements used for the design.	25
2	The design of the network follows all requirements of the briefs and tasks specified below, including the three-tier requirement, and levels well the correctness and minimality of the possible solutions. Principles of modularity and scalability are well applied.	25
3	The testing plan would correctly validate the design/implementation, and its application is clear from the report.	25
4	**Effective and proactive teamwork is visible from the final outcome with the worklog in particular.**	**10**
5	The technical report is easy to read, well explained and follows the rules and guidelines of such a documentation type. In particular, the points are for correct format and appropriate structure (5 points), formality (5 points), and correct referencing (5 points).	15

NSA Tasks

The tasks are given in chronological order and the students should follow them as a checklist, as it is easier. At each step note the contribution of each team member as a log.

1. This step is not necessary to be formally documented in the technical report though it will help the students quite a lot. Review all the lectures and labs and create a list of the taught pieces of hardware and protocols. To each, be sure that you know the purpose, how it works and where it is needed.
2. Carefully read and analyse the individual requirement (consider the modularity, scalability, redundancy and security), and create a three-tier design diagram which follows the requirement. This covers RKC2 and PTS2.

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3. For the proposed and agreed design diagram, establish which devices are needed, what protocols are required, the types of connections. This covers PS2. This can be presented as a list or a table.
4. Analyse the proposed design from the perspectives of correctness (if it follows the requirements), modularity (in case a zone of the network fails, how this will affect the rest), scalability (how easy it is to further expand the network, if needed), redundancy (how failures will affect the network functioning as a whole) and security (any security issued in the design).
5. Develop a brief testing plan which will prove the correct functioning of the network, accordingly to the requirements.
6. Document the steps in a technical report of approximately 6 pages. This covers PTS1.
7. **Document the teamwork in a worklog (one per team), specifying dates, work completed, by whom, and reasons for action. Detail any discussions/negotiations addressing challenges of the teamwork and the tasks. (PTS4)**

Soft Skills Sessions designated work and grading criteria

1. After meetings (including all in-class labs with Dr. Moucha from November) **each team member** will be filling out an Activity Log **for each meeting** and will upload their Activity Logs (which can be found on Moodle) to a shared Google Drive entitled 'SSS Activity Logs ICA1'

Your uploads will be titled: **your last name + Activity Log + the number of your meeting.** For example my first upload after my group's first meeting would be: **ImhoofActivityLog1.** If you do not title them such, I will not know whose is whose and **will not read it** and you will get no points.

2. At the end of Dr. Moucha's ICA1, each member will fill out the **'Teamwork Assessment Form (Full)'** available on Moodle. This will be uploaded to the **UPLOAD Teamwork Assessment HERE (for ICA1 and ICA2)** box in Moodle.

Remember- your assessment of your teammates work will have **no effect on their grade**. Furthermore, **they will never see it**. So be as honest and brutal or honest and praiseworthy as your teammates deserve. Here I need to see you understanding the positive and also negative dynamics that shape groupwork and teamwork. My title for this part of the assignment would be: **ImhoofTA_ICA1**