

## PRCO304: The Demonstration

- It is the student's responsibility to arrange the demonstration: we expect this to be done by 29 April<sup>1</sup>.
- In the absence of a demonstration you will receive a mark of ZERO for your project.
- The demonstration should take place between Monday 23 May and Friday 3 June. In *exceptional* circumstances, demonstrations may be conducted up to 10 June: this is **absolutely** the last date that we will allow demonstrations to take place.
- The demonstration can make a significant impression (either good or bad!) on the markers

### *Scheduling the demonstration*

Contact both supervisor and second marker (see the SPMS for second marker allocation) in order to arrange a mutually convenient time for the demonstration.

- If you are using your laptop to demonstrate, then the preferred venue is a staff office (subject to their agreement!)
- If you need to use BGB210, then please contact Dan Livingstone to book the room.
- If you wish to use BBG207-209 during 23/5 – 3/6, then please ask your supervisor to make the booking via the SPMS<sup>2</sup>.
- If you wish to use any other room, then please ask your supervisor to book the room via Room Bookings (roombooking@plymouth.ac.uk).

Please note that you will usually not be allowed to install any further software on University machines.

When booking labs, please give consideration to whether or not you need to book the lab for an extra hour for preparation/setup time as well.

### *If you need to reschedule your demonstration*

We expect to receive requests for demonstration rescheduling only under exceptional circumstances. Assuming that your supervisor agrees that you have a valid reason for requesting a rescheduling, then markers will do their best to accommodate. You should note however that a rescheduling may simply not be possible.

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<sup>1</sup> We appreciate that you will want to see your final examination timetable before organising your demonstration. In the unlikely event that the examination timetable is not finalised by mid-April, an extension to the deadline will be communicated to you.

<sup>2</sup> Slots are available via the SPMS, 9am-6pm from 23/5 – 3/6.

In cases where a rescheduling is requested but not agreed or not possible, then you can of course consider whether an EC claim is warranted.

Remember: in the absence of a demonstration your project will receive a mark of ZERO.

### *PAT testing*

See the separate document on PAT testing.

### *The demonstration itself*

You should plan your demonstration carefully. It will normally last 55 minutes; a suggested breakdown is as follows:

- Introduction (10 minutes): don't assume that your markers have read your report. Start by *telling them* about your project: the client, the motivation, what you have produced (and why); an opportunity to set out your stall (what you want to be assessed on), and bring out the credit-worthy aspects.
- Product demonstration (30 minutes): show the markers your product. When you do this you need to consider that we are assessing a Computing final stage project – we want to know about both the user-oriented features **and** the underlying academic /computer science/software engineering issues. You could also tell the markers about the development process.
- Q&A (15 minutes)

We do not normally require you to provide a formal presentation (say using powerpoint).

If in doubt about any of the above (perhaps you have a somewhat non-standard project) then please discuss with your supervisor.

### *Feedback*

Following the demonstration, the markers will try to provide you with some *brief* feedback; they will not provide you with marks.