Unix for Telecommunications

Portfolio Task – C-Research-Report
Pass/Credit/Distinction/High Distinction Level Task

I. INTRODUCTION

This is the research report task, it will be graded to a **Pass**, **Credit**, **Distinction** or **High Distinction** level in your portfolio. If you fail to meet the Pass requirements for this report, you will be provided with feedback and one opportunity to re-submit the report. This handout provides a summary of the assessment requirements for this task. The topic for this report this semester is available on Blackboard.

II. PURPOSE

To gain and/or enhance the following communication skills:
- Written communication
- Research Report writing
- Structured argument presentation
- Correct citation and referencing

To gain and/or enhance the following Research skills:
- Locate relevant resources
- Assimilate information and prepare a critique of current work

III. REQUIREMENTS

All Research Reports submitted to Doubtfire must meed the following basic requirements:
- Formatted using the **IEEE Conference Style Template** in either one or two column mode (*Note: It is not required to create your report using LaTeX or Lyx, but the report must be as per the IEEE Template*)
- Maximum **seven pages** in length
- Converted to **PDF** format

The research topic changes every semester and will be posted on Blackboard by the end of Week 1 of Semester. You need to do some background reading to understand the topic and write up your findings with appropriate citations.

IV. ASSESSMENT

For task **C-Research-Report**, you will be graded to a **Pass**, **Credit**, **Distinction** or **High Distinction** level as per the rubric on the last page of this task sheet.

A. High Distinction Assessment

A Research Report graded at a High Distinction level will also be given a score based on the overall quality of the report. Students will be given a score of **HD1** (*Very good*), **HD2** (*Very, very good*), or **HD3** (*Extremely good*). If a student is eligible for a HD result on their Portfolio, this result will be used as partial input to determine the student final score between **80HD** and **100HD**.

V. SUBMISSION

The due date for submission of the research report is **11:00pm** on **Wednesday** of **Week 6**.
Note: *The nominated submission day/time holds regardless of whether that day is a non-teaching day or public holiday*
You must upload your completed Research Report to your Doubtfire portfolio by the due date.

A. Late Submission

Late submission of a Report ***without*** a pre-arranged extension will only be assessed to a **Pass** level

B. Unsatisfactory Completion

Should your Research Report not be of sufficient quality, you will be given one opportunity to adjust your report and re-submit. However, the resubmitted report will only be assessed to a **Pass** level

VI. Rubric

	Pass	Credit	Distinction	High Distinction
Format	• The submitted report is formatted using the IEEE Conference template • All figures/tables are appropriately labelled • The submitted report is in PDF format	All **Pass** requirements plus: • PDF fonts compiled into document • Images/figures in vector format	All **Credit** requirements plus: • Formatting is clean with no words/tables wrapping beyond the edge of a column/page	All **Distinction** requirements
Structure	• The submitted report is properly structured in the format of an IEEE paper including Abstract, Introduction, and Conclusion • The topic is divided into a simple but clear structure • The report is complete but some sections are lacking required detail • A reference list is provided and correct	All **Pass** requirements plus: • Clear use of sub-sections as required to clearly delineate different aspects of the laboratory tasks/results • All sections have a sufficient level of detail • The reference list is professionally structured and complete	All **Credit** requirements plus: • Suitable references have been located and used for all claims made by the student	All **Distinction** requirements
Research Analysis	• A flawed and incomplete evaluation of the problem requested to be researched • Minimal discussion on the issues raised	All **Pass** requirements plus: • A clear evaluation of the problem requested to be researched • Some discussion of the issues raised in relation to the rest of the report	All **Credit** requirements plus: • A detailed evaluation of the research problem • A complete analysis of the issues raised in the report • An attempt to use existing literature to support your argument	All **Distinction** requirements plus: • A detailed, in-depth evaluation of the research problem • A complex and thorough analysis of the issues raised in the report • Good use of existing literature to support your argument
Language	Basic language and grammatical skills	All **Pass** requirements plus: • Good grammatical structure and flow of argument	All **Credit** requirements plus: • A document suitable for reading by a professional audience	All **Distinction** requirements plus: • An excellent report suitable for reading by an professional Academic audience