Software Engineering G6046

Group coursework submission guidance

Summary

This note provides some guidance on preparing your Software Engineering group coursework for submission. It is not intended as an absolute guide, and variations in the structure are perfectly acceptable as long as the content of the submission can be matched against the set of deliverables laid out in the coursework specification.

Important notes

All submissions are online only via Canvas. I will NOT accept emailed submissions under any circumstances.

You only need to make one submission per team. The Canvas submission point has been set up with the group allocations as shown in the V5 version of the team allocations document on Canvas. So a submission made by any member of the team will show as a submission for the whole team. You should check that your team allocation is correct before making your submission. It is a good idea to elect one person to take responsibility for making the submission on behalf of your team.

As this is a group coursework, there is NO option for late submission at all for any reason. The submission point will close on Friday 30 April at 4PM. There is no grace period, no 24 hours or 7 days late option, or any other option that would allow you to submit after that time. If your submission has not been made by the submission time, then you are "no submission". This applies even if you have team members with agreed extensions via SSU. Do not leave it until the last minute to try to upload a large volume of documents.

Making the submission

The easiest way of organising your submission is to put all your documents in a set of folders, then zip the whole set of folders up, and submit the zip file. If you do, please ensure that your zip file unpacks correctly before your upload it to Canvas. If is YOUR responsibility to ensure that the files that you submit can be read properly and are not corrupted.

When submitting text documents, please use either Word documents or PDF files. Please do not submit Mac Pages documents as they are now widely supported.

I suggest that you organise your submission into the following folder sets (it helps markers to make sense of what you have and check the submission against the specification):

- **Planning documents:** including any PERT or Gantt charts, risk analysis or similar high level planning documents
- **Team meeting documents:** Either a single document with all team meeting records together, or a set of documents one per team meeting.
- **Sprint cycle documents:** There should be a document to record what happened for each of your sprint cycles. So if your team had 4 sprint cycles, there should be 4 sprint documents.

There is a template for the sprint document on Canvas. Your sprint documents can either incorporate elements like design and testing directly in them, or refer to other documents in other folders. It depends on how much detail you have and how you have managed your documentation.

- **Design evidence:** As noted, design details, e.g. high level design (use cases, domain models …) and low level design (detailed class diagrams, sequence diagrams …) can be incorporated into your sprint documents, or can be separate standalone documents.
- **Codebase:** You should include a complete version of your final game. If your code is hosted on a repository, please download a copy of your repository and include it with your submission. You should also include a link to your repository. The reason why a copy is needed is to ensure that we have a fixed snapshot of your codebase on your submission date, as repositories can be edited after the submission date.
- **Testing evidence:** As noted details of any unit, component or system level testing can be incorporated into your sprint documents, or can be separate standalone documents.
- **Video:** A MP4 (or similar common format) of your game in action, showing the features that your game provides. If you do not provide a video, you will be required to give a demonstration of your working game. The video really helps us to understand your level of achievement. Use it to show off the features that you are proud or, and also to highlight areas where you think there is scope for improvement.
- **Group report:** A short report that highlights any issues that markers need to be aware of when grading your submission. You can use the short report (typically just a few short sides) to provide highlights and low lights of your work, and to note ideas for further development, or what you might have done differently). I also require a peer review document (you can include this in your group report) that provides your marks reflecting the individual contributions of your team members. More details of the peer review process can be found in the coursework specification.

If you are unable to agree a peer review, then you should email me to explain the problem. In this event, I will likely call all team members to a meeting to help you resolve the issue. In the event that you are unable to agree on peer review scores, I reserve the right to impose a set of scores on your team, based on the evidence available, for example, in the team meeting notes. Remember that a peer review mark of 0 means that a team member made NO contribution to the work of the team (a "ghost"). If a team member made any useful contribution to the work of the team, then the peer review score needs to reflect that (even if it is just a mark of 1). Giving someone a peer review score of 0 will result in an overall grade for this module of 0, on account of no participation.

Remember to keep backups of your work. "I lost the USB stick" just won't cut it.

Any problems, let me know!

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END