



## UNSW Course Outline

# ZEIT3118 IT Project 1 - 2024

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## General Course Information

Course Code : ZEIT3118

Year : 2024

Term : Semester 1

Teaching Period : Z1

Is a multi-term course? : No

Faculty : UNSW Canberra

Academic Unit : School of Systems and Computing

Delivery Mode : In Person

Delivery Format : Standard

Delivery Location : UNSW Canberra at ADFA

Campus : UNSW Canberra

Study Level : Undergraduate

Units of Credit : 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

This is a capstone course in the degree. The Project affords the opportunity to apply skills and knowledge from other courses in the degree and forge a contribution to the IT discipline by a software engineering project. This complex group-based project seeks to contextualise multiple components of the ICT profession, and also incorporate Cyber-Security fundamentals.

This project requires students work in teams with a key stakeholder client to identify the requirements of a project based on high-level aims, evaluate appropriate technology choices and implementation architectures, and develop a solution that meets these needs. Such needs often include the consideration of existing business processes, software, hardware, and the development of integration pathways.

Additionally, students are expected to critically analyse and evaluate their project to better understand how design and technology choices, time-management, group interaction and client communication impact outcomes.

## Course Aims

The Project affords the opportunity to take skills and knowledge from other courses in the degree, and develop them to achieve an end result.

## Relationship to Other Courses

### Prerequisites:

- ZEIT2105: Systems Analysis and Design.
- Completion of 96 UoC.

### Follow-on Course:

This course is the first part of the two parts in the capstone project, each worth 6UOC. On successful completion of this course you will receive an EC (Enrolment Continuing) grade. On successful completion of the second course (ZEIT3101) the final mark you attain will be attributed to this course too. In the event that you do not make satisfactory progress in this course, your enrolment in the follow-on course may not be allowed.

## Course Learning Outcomes

Course Learning Outcomes
CLO1 : Evaluate the requirements of an external project including the risks and issues in the context of ICT projects
CLO2 : Apply current industry-standard tools and processes for all stages of the project development life-cycle while adhering to ICT professional ethics
CLO3 : Manage a complex, software-driven project to deliver fit for purpose outcomes using relevant management and delivery approaches
CLO4 : Apply effective communication skills within an internal team and with external stakeholders using oral presentations, meetings and written reports
CLO5 : Critically evaluate relevant improvements to current and future projects as well as team dynamics using reflection activities

Course Learning Outcomes	Assessment Item
CLO1 : Evaluate the requirements of an external project including the risks and issues in the context of ICT projects	<ul style="list-style-type: none"> <li>• IT Project</li> <li>• Personal Contribution</li> </ul>
CLO2 : Apply current industry-standard tools and processes for all stages of the project development life-cycle while adhering to ICT professional ethics	<ul style="list-style-type: none"> <li>• IT Project</li> <li>• Personal Contribution</li> </ul>
CLO3 : Manage a complex, software-driven project to deliver fit for purpose outcomes using relevant management and delivery approaches	<ul style="list-style-type: none"> <li>• IT Project</li> <li>• Personal Contribution</li> </ul>
CLO4 : Apply effective communication skills within an internal team and with external stakeholders using oral presentations, meetings and written reports	<ul style="list-style-type: none"> <li>• Personal Reflections</li> <li>• IT Project</li> <li>• Personal Contribution</li> </ul>
CLO5 : Critically evaluate relevant improvements to current and future projects as well as team dynamics using reflection activities	<ul style="list-style-type: none"> <li>• Personal Reflections</li> <li>• Personal Contribution</li> </ul>

## Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams | Echo 360

## Other Professional Outcomes

Developing Graduate Capabilities:

This course contributes to the Knowledge Area 3: ICT Management in Australian Computer Society Body of Knowledge.

## Assessments

### Assessment Structure

Assessment Item	Weight	Relevant Dates
IT Project Assessment Format: Group	30%	Due Date: Various - Please refer to the table.
Personal Reflections Assessment Format: Individual	25%	Due Date: Various - Please refer to the table
Personal Contribution Assessment Format: Individual	45%	Due Date: Not Applicable

# **Assessment Details**

## **IT Project**

### **Assessment Overview**

The group project is developed in a team in response to client requirements.

The project itself is assessed throughout the course, and there are multiple summative and formative components assessed.

### **Course Learning Outcomes**

- CLO1 : Evaluate the requirements of an external project including the risks and issues in the context of ICT projects
- CLO2 : Apply current industry-standard tools and processes for all stages of the project development life-cycle while adhering to ICT professional ethics
- CLO3 : Manage a complex, software-driven project to deliver fit for purpose outcomes using relevant management and delivery approaches
- CLO4 : Apply effective communication skills within an internal team and with external stakeholders using oral presentations, meetings and written reports

### **Detailed Assessment Description**

There are two streams to the assessment of each project undertaken by the student teams.

Project Management is about establishing a practical means of managing the projects the teams will undertake and then executing that approach accurately through several projects. Product Development is about the quality of overall system development displayed across design, create, test and delivery for each project's objectives. There are several components in this Assessment.

### **Assessment information**

IT Project Assesment	Due Date	Weight
Group Charter	Week 3	5%
Project Review 1 and Artefacts	Week 6	5%
Project Review 2 and Artefacts	Week 10	5%
Final Review, Deliverables and Artefacts	Week 13	15%

## **Personal Reflections**

### **Assessment Overview**

Personal reflections are used to determine the growth and thought processes of course participants throughout the project. An understanding of current interpersonal and technical challenges and state, and evaluated methods of improvement. Self-reflection is a key process

evaluated here.

### **Course Learning Outcomes**

- CLO4 : Apply effective communication skills within an internal team and with external stakeholders using oral presentations, meetings and written reports
- CLO5 : Critically evaluate relevant improvements to current and future projects as well as team dynamics using reflection activities

### **Assessment information**

Reflection	Due Date	Weight
Reflection 1	Week 4	7.5%
Reflection 2	Week 8	7.5%
Final Reflection	17-6-2024	10%

## **Personal Contribution**

### **Assessment Overview**

Personal contribution to the project is weighted via in-class contribution, analysis of project outcomes against tasks. Additionally, peer assessment is also taken into account.

### **Course Learning Outcomes**

- CLO1 : Evaluate the requirements of an external project including the risks and issues in the context of ICT projects
- CLO2 : Apply current industry-standard tools and processes for all stages of the project development life-cycle while adhering to ICT professional ethics
- CLO3 : Manage a complex, software-driven project to deliver fit for purpose outcomes using relevant management and delivery approaches
- CLO4 : Apply effective communication skills within an internal team and with external stakeholders using oral presentations, meetings and written reports
- CLO5 : Critically evaluate relevant improvements to current and future projects as well as team dynamics using reflection activities

### **Detailed Assessment Description**

Individual Performance will be assessed as a measure of the individual's contribution to the team (in terms of management, collaboration, and teamwork) and the products (in terms of effort, output, and quality). Peer evaluation will also be taken into account.

## **General Assessment Information**

The focus of assessment in this course is on defining or adapting an appropriate project methodology and applying it to an initial project. Repeating the process on a second project is a secondary objective. Further projects and reflection on overall success will take place in the

second half of the capstone project. Your assessment for the 12 UoC capstone project will involve the following elements.

- IT Project 1 - Weight 40%
- IT Project 2 - Weight 60%

All marks obtained for assessment items during the session are provisional. The final mark as published by the university following the assessment review group meeting is **the only official mark**.

#### Grading Basis

Standard

## Course Schedule

### Attendance Requirements

All students are required to attend staff-team meetings during the scheduled lectures unless there is a valid reason for absence. In these meetings group progress and individual contributions are monitored by the course staff.

### General Schedule Information

This is a project-based course, and as such the schedule will differ depending on the project chosen. More details of this will be provided in class.

## Course Resources

### Prescribed Resources

There is no compulsory text for this course. There are compulsory readings. These are available on the course Moodle page. Additional non-compulsory readings will also be available on the course Moodle page over the course period.

## Course Evaluation and Development

One of the key priorities in the 2025 Strategy for UNSW is a drive for academic excellence in education. One of the ways of determining how well UNSW is progressing towards this goal is by listening to our own students. Students will be asked to complete the myExperience survey towards the end of this course. Students can also provide feedback during the semester via: direct contact with the lecturer, the “On-going Student Feedback” link in Moodle, Student-Staff Liaison Committee meetings in schools, informal feedback conducted by staff, and focus

groups. Student opinions really do make a difference.

# Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Erandi Hene Kankanamge		Room 116, Building 15	(02) 5114 5157	By appointment	No	Yes
Lecturer	Daryl Essam		Room 216, Building 15		By Appointment	No	No

# Other Useful Information

## Academic Information

### Course Evaluation and Development

One of the key priorities in the 2025 Strategy for UNSW is a drive for academic excellence in education. One of the ways of determining how well UNSW is progressing towards this goal is by listening to our own students. Students will be asked to complete the myExperience survey towards the end of each course.

Students can also provide feedback during the semester via: direct contact with the lecturer, the “On-going Student Feedback” link in Moodle, Student-Staff Liaison Committee meetings in schools, informal feedback conducted by staff, and focus groups (where applicable). Student opinions really do make a difference. Refer to the Moodle site for your course to see how the feedback from previous students has contributed to the course development.

Important note: Students are reminded that any feedback provided should be constructive and professional and that they are bound by the Student Code of Conduct.

<https://www.gs.unsw.edu.au/policy/documents/studentcodepolicy.pdf>

### Equitable Learning Services (ELS)

Students living with neurodivergent, physical and/or mental health conditions or caring for someone with these conditions may be eligible for support through the Equitable Learning Services team. Equitable Learning Services is a free and confidential service that provides practical support to ensure your mental or physical health conditions do not adversely affect your studies.

Our team of dedicated **Equitable Learning Facilitators** (ELFs) are here to assist you through this process. We offer a number of services to make your education at UNSW easier and more equitable.

Further information about ELS for currently enrolled students can be found at: <https://www.student.unsw.edu.au/equitable-learning>

## Academic Honesty and Plagiarism

UNSW has an ongoing commitment to fostering a culture of learning informed by academic integrity. All UNSW staff and students have a responsibility to adhere to this principle of academic integrity. All students are expected to adhere to UNSW's Student Code of Conduct.

Find relevant information at: [Student Code of Conduct \(unsw.edu.au\)](https://student.unsw.edu.au/student-code-of-conduct)

Plagiarism undermines academic integrity and is not tolerated at UNSW. It is defined as using the words or ideas of others and passing them off as your own, and can take many forms, from deliberate cheating to accidental copying from a source without acknowledgement.

For more information, please refer to the following:

<https://student.unsw.edu.au/plagiarism>

## Submission of Assessment Tasks

### Special Consideration

Special Consideration is the process for assessing and addressing the impact on students of short-term events, that are beyond the control of the student, and that affect performance in a specific assessment task or tasks.

Applications for Special Consideration will be accepted in the following circumstances only:

- Where academic work has been hampered to a substantial degree by illness or other cause;
- The circumstances are unexpected and beyond the student's control;
- The circumstances could not have reasonably been anticipated, avoided or guarded against by the student; and either:
  - (i) they occurred during a critical study period and was 3 consecutive days or more duration, or a total of 5 days within the critical study period; or

- (ii) they prevented the ability to complete, attend or submit an assessment task for a specific date (e.g. final exam, in class test/quiz, in class presentation)

Applications for Special Consideration must be made as soon as practicable after the problem occurs and at the latest within three working days of the assessment or the period covered by the supporting documentation.

By sitting or submitting the assessment task the student is declaring that they are fit to do so and cannot later apply for Special Consideration (UNSW 'fit to sit or submit' requirement).

Sitting, accessing or submitting an assessment task on the scheduled assessment date, after applying for special consideration, renders the special consideration application void.

Find more information about special consideration at: <https://www.student.unsw.edu.au/special/consideration/guide>

Or apply for special consideration through your [MyUNSW portal](#).

### **Late Submission of assessment tasks (other than examinations)**

UNSW has a standard late submission penalty of:

- 5% per day,
- capped at five days (120 hours) from the assessment deadline, after which a student cannot submit an assessment, and
- no permitted variation.

Students are expected to manage their time to meet deadlines and to request extensions as early as possible before the deadline.

### **Electronic submission of assessment**

Except where the nature of an assessment task precludes its electronic submission, all assessments must be submitted to an electronic repository, approved by UNSW or the Faculty, for archiving and subsequent marking and analysis.

### **Release of final mark**

All marks obtained for assessment items during the session are provisional. The final mark as published by the university following the assessment review group meeting is the only official

mark.

## School-specific Information

### The Learning Management System

Moodle is the Learning Management System used at UNSW Canberra. All courses have a Moodle site which will become available to students at least one week before the start of semester. Please find all help and documentation (including Blackboard Collaborate) at the Moodle Support page.

UNSW Moodle supports the following web browsers:

- Google Chrome 50+
- Safari 10+

Internet Explorer is not recommended. Addons and Toolbars can affect any browser's performance.

Operating systems recommended are:

- Windows 10,
- Mac OSX Sierra,
- iPad IOS10

Further details:

[Moodle System Requirements](#)

[Moodle Log In](#)

If you need further assistance with Moodle:

For enrolment and login issues please contact:

IT Service Centre

Email: [itservicecentre@unsw.edu.au](mailto:itservicecentre@unsw.edu.au)

Phone: (02) 9385-1333

International: +61 2 9385 1333

For all other Moodle issues please contact:

External TELT Support

Email: [externalteltsupport@unsw.edu.au](mailto:externalteltsupport@unsw.edu.au)

Phone: (02) 9385-3331

International: +61 2 938 53331

Opening hours:

Monday – Friday 7:30am – 9:30 pm

Saturday & Sunday 8:30 am – 4:30pm

### **Study at UNSW Canberra**

Study at UNSW Canberra has lots of useful information regarding:

- Where to get help
- Administrative matters
- Getting your passwords set up
- How to log on to Moodle
- Accessing the Library and other areas.

### **UNSW Canberra Student Hub**

For News and Notices, Student Services and Support, Campus Community, Quick Links, Important Dates and Upcoming Events

### **School Contact Information**

**Deputy Head of School (Education):** Dr Erandi Hene Kankamamge

E: [e.henekankamge@adfa.edu.au](mailto:e.henekankamge@adfa.edu.au)

T: 02 5114 5157

**Syscom Admin Support:** [syscom@unsw.edu.au](mailto:syscom@unsw.edu.au)

T: 02 5114 5284

Syscom Admin Office: Building 15, Level 1, Room 101 (open 10am to 3pm, Mon to Fri)