Introduction

The group project module is to help you exercise the project skills you have and push them into the following ways:

1. In conducting advanced scientific/engineering work tied to, and going beyond, Masters level material you are learning.
2. In working with others in an organisation in pursuit of the project, discovering why the whole can be greater than the sum of the parts.

The project will be done in semester 2. Objective (1) will be met by liaison with a research supervisor or supervisors (large projects may well bring together more than one subject area. The default supervisor is the module leader but can be/include other staff who has relevant expertise.); this will be assessed by a [single] project report in a similar manner to undergraduate/master work. Objective (2) will be met by regular meetings with the supervisor; this will be assessed by an individual report and logbook. In the unlikely event of the process foundering, the supervisor will be able to assist/interfere.

Meetings are unlikely to last more than 45 minutes, and may well be considerably shorter; it is likely that there will be one meeting every two/three weeks. It is an immediate duty of the group to arrange these with relevant staff.

As part of the work, groups will:

• Submit an agreed set of objectives and deliverables as part of their scoping and planning document, and this will be accompanied by a draft schedule indicating major milestones. (It will be in order to review and comment on this in the individuals' reports).

Individuals will also:

• Maintain a personal project log book, which could be in paper form or electronic

• For one week (at least) of the project, a timesheet will be kept by individuals. In many research and commercial organisations, a person may work on several projects and formal timesheets are essential to accurate accounting. This is rarely a popular or enjoyable activity, but is widely used. Students may find it useful to maintain timesheets for other weeks, for their own benefit.

Timetable

The week commencing on	
16/1/2023 Commencement	
16/1/2023	First meeting with the supervisor • Introduction about the group project process • Exploration of team formation, project ideas
23/1/2023	Second meeting with the supervisor • Tentative teams formed • Progress on project topics and organization • Timetable

	• Deliverables and assessment
30/1/2023	Three weeks of lectures about Game Engine and Workflow
2-3 Weeks	• Meetings with supervisor(s) • Logbook notes will be kept
16/2/2023	Submission of Project Scoping Document • Introduction • Aims and objectives • Deliverables • Outline project plan and team organisation
23/02/2023	Individual submission of a formal timesheet for one week. Recording weekly timesheets throughout the project is recommended, but submission is required for only any one week.
22/5/2022	Completion and submission • Group report • Individual report • Individual logbook • Other deliverables (software, test datasets, project videos, etc)

Deliverables

At the end of the project there are three mandatory deliverables;

1. A report, jointly authored: This will be in the format of a UG project report (around 40 pages) It will be submitted electronically in a PDF file via Minerva; appendices and supporting material accessible in a repository such as Github or similar may be appropriate.

2. An individual report (no more than 10 pages): This report will record for the individual;

a. What has been learned technically that goes beyond taught material.

b. What has been learned non-technically - for example, about the mechanics of the pair/group process in the conduct of large scale project work and abut scheduling.

c. What was easy to do.

d. What was most interesting to do. What was hard to do, and why. What the individual would do differently - technically or non-technically - if conducting the project again.

e. Any other particular points of pride or regret that the individual may wish to draw to the examiners' attention.

An appendix to the report will be a copy of the formal timesheet; this should be at the granularity of hours and should record all academic activity, suitably categorised.

Templates for timesheets are easy to find on the Web.

This report will be confidential to the individual and examiners, permitting appropriately professional comments, if desired, on the remainder of the group. No constraint is put on its format beyond an expectation that it will be produced digitally, and submitted electronically in a PDF file via Minerva.

Students are advised that concrete evidenced examples will be the best way of meeting the requirements of this report. Good submissions will make mention of both project specifics (such as cross-referencing to draft schedules) and generics such as commenting on group process, with reference to literature.

3.An individual logbook: The logbook (or "journal", or "diary") will record on a day-by-day basis the development of the project by the individual. It should include notes (not minutes) of meetings, important decisions, outlines of obstacles, jottings on references, speculations and various relevant aides memoire.

Almost no constraint is made on the format of this document, which is solely for the individual's benefit and should assist in the conduct and ultimate reporting of the project (notably in constructing a timesheet). It should, however

>a. Have clear chronological date headings, allowing a reconstruction of what happened on what day. It is anticipated that some project activity will happen on most days.

>b. At the end of each week an estimate by the individual of the number of hours expended. (The aggregate number of hours spent on the project should be of the order of 300).

The logbook should be held electronically.

Assessment

• Report 75%: The report will be judged in a similar manner to UG reports - one (or more) of the research supervisors will reach a grading. The marking scheme and criteria used will be very similar to those for UG reports depending on the type of project. All members in a group will normally be awarded the same mark. However, the School reserves the right to reduce the marks of individuals who have failed to engage and/or contribute adequately during the group project process. In such a case, the decision will be deliberated by a panel consisting of the project supervisor(s) and one other senior staff.

• Individual report 20%: the individual report will be marked by one individual who will judge it for;

>a.Technical learning and experience demonstrated

>b.Non-technical ("process") learning and experience demonstrated

• Logbook 5%: The logbook is a private document that exists principally to assist the student. It will be inspected for fullness of diary entries ("Can the project progress be reconstructed from the logbook?") and the time expenditure estimates (and whether these accord with the activity claimed).