Integrated Project 3 (CCIS)

M3W224781

Module Handbook for Computing Programmes

BSc/BSc (Hons) Computing

BSc/BSc (Hons) Software Development for Business

BSc/BSc (Hons) Information Technology Management for Business

Information for Students

Academic year 2018/2019

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# Introduction

The Integrated Project 3 module involves students working in small groups on a specified project type. Groups should be formed of (ideally, and no more than) six students.

The coursework groups will be formed in the first week of the Integrated Project module. As part of this group work students will gain experience in the planning and monitoring of a project plan framed against a relevant development process with the assistance of a module tutor; students will work towards deliverables that meet defined requirements using appropriate resources.

All students in a group will be expected to contribute to the smooth running of the project deliverables. All students should be self-motivated and able to work with others on analysing and creatively solving problems as well as being able to work on their own. At the end of the trimester each student group will be required to submit a final group-report, and present and demonstrate their application(s).

Each student will also submit an individual reflective report and peer evaluation document. The specific details may vary depending on the programme of study.

For this module, students are required to use and extend the knowledge and experience they have gained so far on their studies; note that it will probably be necessary for each student to undertake further independent study in order to enhance skills and technology that will be applied within the project. The importance of planning, organisation and group task assignment cannot be overestimated and consequently students will be required to attend regular progress/development meetings with their groups and with the module tutor(s). The meetings with the project tutor will be scheduled weekly for full-time students and more flexibly for part-time students.

The module incorporates group coursework since teamwork is a crucial personal transferable skill, necessary for graduate professionals. Group working experience is also an accreditation requirement of the British Computer Society. A significant part of working life is likely to involve working in teams and this is why group working is part of the assessment of modules throughout the degree programmes.

## Staff

The module leader is Pete Barrie ([peter.barrie@gcu.ac.uk)](mailto:peter.barrie@gcu.ac.uk)) and the module tutors are Bobby Law (Robert.Law@gcu.ac.uk) and Pete Barrie.

## Group Coursework Guidelines

In a group coursework or group project it is essential that students attend all meetings organised by the group, and especially those arranged by a tutor. Group tutors will take attendance at their meetings with groups, and if a student misses two consecutive meetings (without adequate explanation) she/he will be removed from the group and asked to carry out a resit project. Similarly, missing four of the weeks across the module will also lead to a student’s removal from the project group. A student may also be removed from the group if he or she does not attend other meetings organized by the group, or is deemed by the rest of the group to be contributing very little to the project deliverables. If this happens then that student will be expected to carry out a resit.

If students have any problems relating to the functioning of the group, they make a reasonable attempt to sort the matter out as a group. If unsuccessful, they should email or speak with their tutor/module leader who will take any appropriate action. Please note that real-life circumstances can create times when students have to be absent; if students cannot make it to a meeting then they must inform their groups and for supervised meetings let the tutor know in advance.

## Project Brief

The aim of this project is to integrate and extend skills that students have attained during their studies, in a team environment, working towards the delivery of a product for a client by a fixed deadline.

There are two broad options for the project:  
1. Each group may be given a project brief (usually at the first meeting with all students). In this circumstance, see separate entry on GCU Learn for project brief.

2. Students may have the opportunity to create their own brief.

# The Project

## Process

As a group, students are required to develop a solution to the project brief. This will require groups to discuss the brief and evolve potential solutions. After evaluating some alternative solutions, students should select the one that will be designed, implemented and tested. Note: The project is expected to be students’ own work. The tutors are available to help students manage their work they are not there to help with technical aspects of the project.

## Technology

Having identified what will be undertaken, groups should consider the technologies that are available to help manage the project and design, implement and test their products/systems/artefacts. Students should be able to justify their selection of design/implementation approaches and technologies used.

## Tasks to be considered

The following tasks are recommendations and are not exhaustive.

* Individually research problem specification and create a discussion paper that identifies alternative solutions that the group as a whole will use to decide on a preferred way forward.
* Create a Project Plan.
* Capture the project’s requirements using UML Use Case Diagram(s) and Class Diagram(s) or other suitable notations.
* Identify any Professional Issues likely to affect the proposed solution.
* Identify the major type of ‘users’ that the prototype is being developed for.
* Identify the hardware/software requirements needed to deliver a prototype.
* Produce Prototype Screen Layouts for the proposed solution identifying appropriate forms/typography/colours/layouts. Paper prototyping should be used in the first instance, followed by the use of appropriate graphical tools.
* Keep a note of any assumptions made about the system and its expected functionality. These will need to be incorporated into the final group report.
* Develop and test the developed system in an iterative manner. One or two week iterations are recommended.
* Create an appropriate presentation showcasing the strengths and weaknesses of the product
* Create final group and individual reports.
* Each student to create a Log Book to track all activities– details below.

## Group Log Book

Please keep a note of all group meetings with attendance details and record a brief summary of what took place (i.e. take minutes, briefly noting the major decisions that were made and explain/justify why those decisions were made). The log book should be an electronic, online, shareable, Google Docs document. Each student will also be expected to record their individual weekly work tasks planned/undertaken in the log book and it should be available to show to the tutor on a weekly basis, if and when requested. The log book content also forms an appendix for the Group Report (Coursework 1).

## Coursework Submission

### Coursework 1

Coursework 1, as identified in the module descriptor, covers two submissions and is worth 70% of the overall module mark.

1. A Design Report (maximum 1000 words) should be submitted by Friday of week three. The report introduces the project, explains how the project will be undertaken, how the group is organised and what technologies/methods are being considered (or have already been selected) to build an appropriate solution to the given brief. It should have a breakdown of the potential risks to the success of the project and explain how groups will deal with the risks if they arise. There should be a list of project milestones, identifying the dates by which each of these will be achieved. There will be a section that includes contributions from each group member identifying the area(s) that they will working on and explain why they chose those areas. *The Design Report will later form an appendix to the final group report.*
2. The second (and major) part of Coursework 1 is a Group Report to be submitted by Friday of week twelve. This includes an account of the total project process (specification, introduction, design, implementation, test, evaluation, etc). A suggested starter-template will be made available on GCU Learn.

### Coursework 2

Coursework 2 as identified in the module descriptor is an individual student Reflective Report (at least 1800 words) that should be submitted by 1.00pm on Friday of week twelve. It is worth 20% of the overall module mark. This should include a retrospective discussion (from an individual student perspective) about the overall successes and weaknesses of the project, individual work undertaken, skills-gained and reflection on the project’s linkage to other taught modules. The document should also contain (in an appendix) the individual student activities taken from the group log book.

### Coursework 3

Each group is required to give a presentation as part of the coursework in Week 12. This is Coursework 3 as identified in the module descriptor. It is worth 10% of the overall module mark Guidance will be made available on GCU Learn.

### Peer Review

Each student will submit a peer-review form towards the end of the module delivery. The peer review is based on the following criteria:

* Attendance, punctuality & participation at group meetings/lab sessions
* Production of ideas and suggestions
* Share of group workload & overall contribution to the project

The outcome of the peer review will lead to a mark allocated to each student. This mark is used as a scaling factor, to be applied to the grade allocated to the group-report component (Coursework 1). So, once the group-report is marked, the actual group-report mark allocated to each student in a group can be different, depending on the individual peer-group marks.

# Schedule

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| Weekly | Update group log book |
| Week 1 | Overview of IP3 Process and formation of groups |
| Week 3 (end) | Deliver Design Report. |
| Week 12 | Deliver presentation. Specific date to be decided. |
| Week 12 (end) | Deliver Group Report. |
| Weeks 2 – 11 | Weekly review meetings with Groups and Tutors. |