

Solent University Unit Descriptor

Unit Code: COM625

Unit title: Synoptic Work Based IT Project and Presentation

Why is this unit important?

This unit is designed to provide you with the opportunity to conduct a self-managed project of significant scale and complexity. The project should reflect theory and practice drawn from the named award being undertaken by you and should also reflect your career pathway and work experience. You will be encouraged to undertake a project that is related to your profession. The completed project should reflect your ability to plan, execute and present the findings from an endeavour of you and your employers choosing.

Full details from the Apprenticeship Standard assessment are given [here](#). This should be read for particular requirements for the appropriate career pathway. High-level descriptors of typical projects are given within the published standard for each of the specialisms. It is anticipated that the project will take place over a period of around six months. This project forms part of the end point assessment (EPA) for the overall achievement of this Integrated Apprenticeship.

See full details in the published government standard.

[\[https://www.instituteforapprenticeships.org/apprenticeship-standards/digital-and-technology-solutions-professional-integrated-degree/\]](https://www.instituteforapprenticeships.org/apprenticeship-standards/digital-and-technology-solutions-professional-integrated-degree/)

What you will learn on the unit

The subject and technical focus of the project is defined by your selection of topic area in conjunction with your employer and is a work-based project that broadly represents the skills, knowledge and behaviours of the apprenticeship standard. However, this must be demonstrably drawn from, and extend the theory and practice encompassed by your career pathway and profession. All projects must produce specific artefacts that demonstrate intellectual, practical skills and appropriate behaviours in the subject domain.

For the topic chosen, any issues with confidentiality and/or security will also be addressed between the university, employer and you the apprentice, allowing for projects of business value to be undertaken using real data. The assessment of the synoptic project should include your employer's assessment against the common criteria for the project.

In addition, you will acquire knowledge and skills associated with the gathering and interpretation of literature, the development of an appropriate project methodology, project planning, written and verbal reporting of project outcomes and use of references. The project must take into consideration relevant ethical, legal and other professional issues in its conception. Particularly it must address any issues associated with intellectual property.

How you will learn

The project is a self-managed activity. It is expected that you will identify, along with your employer and approved by your academic tutor a project topic, define the aim and objectives and develop and maintain a project plan against which personal progress will be assessed. There is an expectation that a careful record of engagement with the project is maintained through the development of a project log. The log should be a living record of progress through the project. The log will maintain an evidence base of research material and artefacts developed by you such as specifications.

How much time the unit requires: you are expected to study for 400 hours (which equates to 10 hours per credit. This total learning time is made up of contact time, directed learning tasks, independent learning and assessment activity.

How you will be assessed

Tasks which help you to learn and prepares you for summative tasks (Formative):

Regular meetings and reviews with your project tutor and employer will enable you to reflect and review on progress against milestones.

Tasks which count towards your degree (Summative):

You will be assigned a personal project supervisor. The role of the supervisor is to provide advice on the project process and to act as a source of technical advice although you may seek further specialist technical advice from other colleagues at work. At the start of the project, you and the supervisor should negotiate the focus of the project to ensure that the chosen topic area is of sufficient scope and offers an appropriate level of undergraduate challenge. A project co-ordinator maintains oversight of the projects. Projects must be approved by both tutor and co-ordinator before they progress, and this includes appropriate ethical clearance. Issues concerning Intellectual Property related to the workplace can be covered as required.

There is an expectation that you will meet with your supervisor regularly to discuss progress in relation to the project plan. The project log will be used as the focus for discussions and this should demonstrate the progress made between meetings.

Three assessment elements are used within the unit, reflecting the differing stages of project progress.

AE1

The initial phase of the project is used to define project scope and purpose including any business, ethical, legal and professional considerations (where appropriate) and to assess potential solutions. This involves recourse to literature and the development of a project plan, including a systematic assessment of risk. Feasibility and requirements will also be covered.

AE2

Towards the end of the project a Project Report is submitted followed by a project presentation. The project report should be developed as a narrative description of the project from inception to completion. This includes a description of approaches used and the rationale for their adoption, a description and assessment of the fitness for purpose of project outputs and any conclusions drawn. A critical review of the overall process and suggestions for potential further development should also be included.

AE3

Poster Presentation will require you to present your project to an audience and answer questions as required. This will provide an opportunity to rehearse for the Apprenticeship End Point Assessment.

Assessment of each submission will be made by the project supervisor. Internal peer review will be conducted in accordance with University assessment practice. A project co-

ordinator will provide oversight of the assessment process to ensure consistency across the range of project supervisors.

When assessment does not go to plan

If you are referred you will be required to revise and resubmit following supportive feedback for the failed element.

What you will be able to do after the unit

1. Select, apply and evaluate the appropriateness of methods, tools and technologies in the synthesis of meaningful project outcomes.
2. Undertake a significant self-managed project in a planned and systematic fashion.
3. Identify, interpret and integrate theory drawn from a range of appropriate sources.
4. Communicate complex ideas fluently both verbally and in writing.
5. Deliver a technology solution project accurately consistent with business needs
6. Apply analytical and critical thinking skills to Technology Solutions development

How this relates to the dimensions of Solent's Real-world curriculum framework

Dimensions	How students learn	How students are assessed
Students are challenged to think in critical, creative and applied ways	Students will be supported in the selection of appropriate sources which will inform the practice and project conduct	Students will present a literature survey section within the report
Students are inspired to do research through inquiry, curiosity and problem-solving	The project offers students the opportunity to select a real-world problem to solve related to the needs of their employer.	Students will offer written evidence Project report
Students experience an intellectually stimulating curriculum which inspires them to learn for life	Students will be encouraged experiment with new knowledge and concepts.	Students will present evidence and results of experimentation which should be based on predefined methods
Students reflect and grow inwardly, social and ethically to be able to confront the challenges of the world	Students will have the opportunity to bring all their professional and practical skills together on this unit	Students present a self-managed project informed by theory and current practice and related to their organisational needs.
Students face outward to the community, industry and the global environment	Students will present their projects on poster day to staff, their peers and industry visitors	Students will need to present themselves and their work in a professional manner.
Students learn from authentic, engaging and programmatic assessment	Students will in conjunction with their employer select a project which fits in with their employment, using new and existing knowledge to define and solve a problem with their supervisor following their learning journey and offering support	Students will be assessed on how they synthesize information, use critical-thinking skills to solve, evaluate and present their chosen problem.

Summative assessment details

AE1	Weighting:	10 %
	Assessment type:	Written Report
	Aggregation:	Aggregated
	Length/duration:	1500 words
	Online submission:	Yes
	Grade marking:	Yes
	Anonymous marking:	No

AE1	Weighting:	70%
	Assessment type:	Written Report
	Aggregation:	Aggregated
	Length/duration:	10000 words
	Online submission:	Yes
	Grade marking:	Yes
	Anonymous marking:	No

AE2	Weighting:	20%
	Assessment type:	Poster Presentation
	Aggregation:	Aggregated
	Length/duration:	30 minutes including 10 minutes questions
	Online submission:	No
	Grade marking:	Yes
	Anonymous marking:	No

Unit Author: Martin Reid

Unit Title: Synoptic Work Based IT Project and Presentation			
Credit Points:	40	Unit Code:	COM609
FHEQ Level:	6	School/Service	SMAT
Unit Delivery Model:	CD	Max/Min student numbers	N/A
Unit Leader:	Martin Reid		
HECOS code	100358		

Unit change history:

Unit Approved/Year Implemented/Code	March 2019	2020/21	COM625
Unit modified/Year Implemented/Code			
Add extra rows as required			