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IMAT3451 Final Year Project Module Handbook

**Level 6, 30 ETCs – Full Time**

**De Montfort University, Leicester**

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Version of 02/08/2017 – draft version containing some changes at this point still to be approved by DARC, and some dates in timeline still to be confirmed.

This handbook is correct at the time of writing and may be subject to change. Throughout your studies, to ensure you have the most up to date information, you should always consult the online version of this handbook held on Blackboard.

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# Welcome to the module

This module is quite likely to be the pinnacle of your undergraduate studies. One quarter of the time in your final year is allocated to it, in which you can work on a topic chosen in discussion between you and a supervisor. You have the opportunity to shape it and plan it to be the product of your studies that you will be most proud of. In job interviews, it can be a topic of discussion that makes you stand out in terms of enterprise and originality. With all this potential does come responsibility: *you* are in charge of your own progress on this. You have a project supervisor, supporting lectures, and general support from the module team, but they cannot make you do the work: it’s you who will need to plan it and develop it and complete it. We are looking forward to yet another year in which our students take on imaginative topics, produce exciting reports and surprising software that stir our curiosity. Let’s help you make it happen!

## Contact details of all module teaching staff

* **Project co-ordinator**: Dr Efpraxia Zamani. Gateway House 6.72, email: [efpraxia.zamani@dmu.ac.uk](mailto:efpraxia.zamani@dmu.ac.uk), phone extension 7518
* **Deputy Project co-ordinator**: Prof Eerke Boiten, Gateway House 5.31, email: [eerke.boiten@dmu.ac.uk](mailto:eerke.boiten@dmu.ac.uk), phone extension 8511
* **Project supervisors**: most academic staff in the School of Computer Science and Informatics, as well as a range of part-time and hourly paid staff members. Note that once you have a supervisor, you should be contacting them (rather than module leaders) in the first instance for any issues with your project.
* **Faculty academic practice officer:** Dr Moira Carroll-Mayer, Gateway House 5.52, email: [mcm@dmu.ac.uk](mailto:mcm@dmu.ac.uk), phone extension 1551

# Module template

This is how the module is described in the university’s teaching quality system, and most importantly it indicates what the module should achieve (“learning outcomes”). The main descriptions are given below.

Prerequisites: The project normally requires students to have undertaken successfully the requirements at level 5 and level 4 of their degree programme prior to commencing the project. The prior learning for each project, however, is dependent on the nature of that project. It is expected that students will choose their project topics, based on their individual course's requirements and with reference to their own prior learning.

The project provides students with the opportunity to carry out a significant piece of work involving critical analysis and reflection to provide an effective solution to a given technical and/or research-based problem. It enables students to apply and integrate previous material covered on the student's course as well as to extend the work covered on the course through research and self-learning. Students will be expected to demonstrate appropriate and proactive project management, and written/verbal presentation skills throughout the period of the project. As well as analysing, designing, delivering and appraising a product of suitable quality, they will be expected to undertake, research, analyse, design, evaluate and report on some aspects of a subject explicitly allied to the project.

Some courses may have mandatory requirements that restrict the nature of project work in order to satisfy, for example, course validation conditions and/or the requirements of professional bodies such as the British Computer Society (BCS).

## Learning outcomes

1. Effectively plan a project.
2. Carry out work in accordance with the plan and in a rigorous and sound manner.
3. Provide a comprehensive set of research-oriented and/or technically oriented deliverables that are at least to a sufficient Level 6 standard and includes the potential global impact of the work.
4. Present the project deliverables in a coherent and logical way.
5. Undertake research into one or more identified areas in an appropriate and thorough manner.

## Timeline

This includes deadline days both for the students and supervisors, as well as the timing of lectures supporting particular aspects of project work and deliverables.

|  |  |
| --- | --- |
| April 2017 | Introductory talk in Options Week |
| July 2017 | Project ideas list available on Blackboard |
| Week 0: 29/09/2017 | Introductory lecture |
| Week 1: 06/10/2017 | Lecture on Project Management etc. |
| Week 2: 13/10/2017 | Students without a supervisor will be assigned one |
| Week 3: 20/10/2017 | Lecture on Literature Search and Scoping Reviews |
| Week 4: 27/10/2017 | Lecture on Research Methods and Literature Review (non compulsory, TBA) |
| Week 4: 27/10/2017 | Project Contract, Ethical review and Global Checklist signed off |
| Week 7: 17/11/2017 | **First deliverable submission deadline** |
| Week 8: 24/11/2017 | Lecture on Literature Review (TBC) |
| Week 18: 02/02/2018 | Lecture on (theme TBC) |
| Week 23: 09/04/2018 | Lecture on Report Writing |
| Week 29: 20/04/2018 | **Final deliverable submission deadline** |
| Week 29: 20/04/2018 | Lecture on Presenting with Confidence |
| Weeks 30-32 | **Vivas** |

## Assessments

The module mark is made up of *two* components:

* a mark worth 10% of the module that covers the First Deliverable;
* a mark worth 90% of the module that jointly covers
  + the Final Deliverable;
  + the Viva.

where each of those elements makes a contribution (see the marking grids for the different types of projects in the Appendix and on the Blackboard).

Note that:

* **students that fail to attend the viva examination will be given an overall project mark of zero percent;**
* **if during the viva examination a student cannot demonstrate an understanding of the work that has been submitted in their name they will fail the viva examination and will be awarded a mark of zero for the components they cannot explain.**

The content of each of the deliverables and the form of the viva depend on the type of project, see §5. All of these will be marked by the supervisor, and then second marked by a second marker (who also attends the Viva), and then moderated by a team led by the Programme Leader. Because of the nature of this work, marking cannot be anonymous.

## Reassessment

Deferral assessment is by deferred component. Referral normally involves either undergoing the entire project activity/assessment cycle with reference to a new project (if the project scores below 30%) or, if considered feasible by the assessment board, to the amendment/enhancement of the same project within an appropriate timeframe (if the project scores between 30% and 39%). The referral method adopted for a particular student will typically be decided taking into account any recommendations from the student's project supervisor.

(As a general rule, projects scoring below 30% will have to undergo a resit with attendance during the next academic session, and projects scoring between 30% and 39% will have to undergo a resit with or without attendance depending on the comments and feedback from the supervisor, the 2nd market and the project co-ordinator.)

**Please note that in the first case whereby the student is required to undergo the entire project activity/assessment cycle with reference to a new project, this is a resit with attendance, which unfortunately incurs fees that (the exact amount can be confirmed by the course administrator).**

# Types of Projects

There are three types of projects: Development Projects, Research Projects, and Hybrid Projects. Students on a BCS accredited course **need** to select a Development Project.

BCS accredited courses are: Computer Science, Software Engineering, Computer Games Programming, Intelligent Systems (BSc & MComp), Computer Security, Forensics.

For all project types, you need to remember that most people involved in your project’s assessment (other than your supervisor) will only have your Deliverables available to base their marks on, so having a full set of supporting documentation is crucial.

## Development projects

A development project aims to produce software. It will still involve research: to further understand the application area, and to make a justified choice between alternative technologies and approaches (frameworks, libraries, programming languages, APIs, development models, design patterns, …) to solve your problem.

For development projects in particular, please note that you are strongly advised to make sure that you either possess the skills required for developing your software product or that acquiring them during this year is feasible.

## Research projects

In a research project, the final report is the main product. It should be targeted at an audience and explore a research topic in some depth. A good research project produces original thoughts that add to the existing literature and/or sheds new light on a research topic by providing and analysing additional data, for example gathered through well designed questionnaires.

For research projects in particular, it is strongly advised that students have attended or will attend IMAT3103 Research Methods, as it is geared towards supporting students undertaking research projects (as part of IMAT3451) and equips them with the necessary skills and competences that are typically required for such an endeavour. If this module is not available for your Programme, you are then strongly advised to attend the optional Lecture on Research Methods and Literature Review during week 4.

## Hybrid projects

A hybrid project sits in between those two types. It needs more research than a development project, probably because the problem domain you are working in and the requirements of the software you are building are less well understood. It also contains more development than a pure research project: you are expected to build a “proof of concept” piece of software to illustrate or further explore the research area, and so your work cannot remain fully theoretical. The requirements on deliverables reflect the intermediate position of such a project.

# Early documents for all types of projects

The following three documents are part of the First Deliverable for all types of projects, and should be prepared as soon as possible, and completed and signed off the end of week 4.

## Project contract

Your first deliverable at the beginning of the autumn term will be the Project Contract (also known as ‘Terms of Reference’). This forms a ‘contract’ between you, your supervisor and your proposer (if different from the supervisor). It states what you intend to do: what is the background to and scope of your project, and what are its aims and objectives. It provides a ‘yardstick’ against which your achievements at the end of the project can be assessed.

It is not easy to complete a suitable Project Contract; you will need to discuss it with your supervisor and may have to prepare several versions before it is finalised. More information about the content of the Project Contract can be found in the Appendix and on the module Blackboard shell.

The Project Contract must be signed and dated by you, your supervisor and proposer (if different from the supervisor). Keep the signed copy carefully. If a change in circumstances means that modifications have to be made to your Project Contract during the year, these should be agreed with your supervisor and proposer (where different from the supervisor) and carefully documented.

## Project plan

This is usually in the form of a Gantt chart. To complete the plan you will need to:

* Identify the tasks you intend to undertake and their order, remembering that some tasks can be undertaken in parallel;
* Allocate time for each task to be carried out.

You are likely to find it difficult to allocate time to each task, as you may not know what a realistic amount of time is. But you could work backwards from the deadline for project report hand-in: all tasks will need to be completed by then. You may find it helpful to do a critical path analysis. Allow some contingency for falling behind (you might get sick, or have some unavoidable delays). Your supervisor will advise whether your initial plan looks realistic.

As you progress through your project you will need to update your plan for each meeting with your Supervisor. Use it to indicate what progress you have made by showing which tasks are complete and which are ongoing. Take it to every supervision meeting.

MS Project is available in all labs of Gateway House.

Remember that you start ‘writing up’ on day one, you accumulate documents throughout the project period and the final stage should ideally be a matter of tidying up and writing your introduction, conclusions, evaluation etc.

## Ethical review

It is a University requirement that every project undergoes an Ethical Review. This is to ensure the protection of the interests of any humans affected by research studies and to carefully consider any legal risks associated with the project. A client, end user, or research participant can be affected by:

* Collection of data directly from people (e.g. via interviews, surveys, questionnaires, observation);
* Collection of data about individuals whose identity can be detected from the data.

In addition, research may be at risk of involving illegal activities, activities at the margins of the law (e.g. software piracy, illegal downloads of music) or activities that have a risk of injury.

The University policy states that research (including student projects) involving human subjects should ensure:

* All participants volunteer, normally without inducement and give their written consent to participation;
* Written consent is given in the light of full awareness of the objectives of the teaching/research, the procedures to be followed and the anticipated outcomes particularly in the respect of publication of findings;
* All participants be given a written description of their involvement in the project, the demands to be made, their rights and how their rights and interests will be protected, particularly in respect of publication of findings;
* All participants are made aware of their freedom to withdraw consent and discontinue participation at any time;
* Appropriate documentation must be designed to meet these objectives and to keep appropriate records, for example information regarding the project should be given in writing and the participant should sign to acknowledge receipt of the material.

You should discuss with your supervisor whether your project will give rise to any ethical issues, and if so how they will be addressed.

A simplified form has been approved for the Ethical Review process on the Final Year Project; you will find this on the Appendix and the module Blackboard shell under ‘Module Information/Module Forms. This form is to be completed and signed off by week 4. If necessary, it can be reviewed later; it may be that you decide later to involve some human subjects (for example, to carry out some user testing); or if you are undertaking a ‘research’ project you might not have completed your research design, and thus cannot identify what ethical issues may be involved, by week 4.

The possible outcomes of the Ethical Review are:

1. No ethical issues.
2. Minor ethical issues which have been addressed.
3. Major ethical issues which have been addressed.
4. Ethical issues that have not been resolved/addressed.

It is likely that for the majority of projects the outcome will be 1 or 2: in these cases, the Ethical Review form is completed accordingly, and signed off by the student and supervisors.

If the outcome is 3 or 4, the completed form must be forwarded to the Faculty Research Ethics committee.

You must keep a copy of the completed and signed Ethical Review form. If changes are made in the spring term then the new form must be handed in as an appendix to your final report.

Further information about the University’s Human Research Ethics policy can be found at: <http://www.dmu.ac.uk/research/ethics-and-governance/pg-and-research/human-research-ethics/technology/human-research-ethics.aspx>

Take care if you plan to use publicly available websites to support questionnaires, these may request data from respondents that is additional to the questions you have submitted and possibly in violation of your ethical review.

## Global checklist

As a student of DMU you will be aware of the high value placed on gaining an international experience through all the courses that we offer. As part of the process of enhancing your learning experience through global engagement, the international element of our undergraduate courses is now being assessed at every level. In the School of Computer Science and Informatics, the module which holds this assessment in the final year is the project module, which provides a natural forum for considering the wider aspects of your learning and demonstrable knowledge. Your project will include a Global Impact checklist.

The rationale for this inclusion of an international component in the project module is to support the central #DMUGlobal campaign. The educational value is the assessment of impact with consideration of an international context. The format of this checklist is similar to the Ethics form and includes some free text in which you can articulate how the chosen global attributes have been addressed. You can complete the form in consultation with your project supervisor.

No matter how technical a project may be, there will always be some global aspect attached to it. Please see below for an example from Richard Gatward that has circulated last year:

*“one of my students is developing an Uber like system to be used in a similar way with a mobile app, but that is intended to be used by a traditional locally based mini-cab company. There is a clear need for these companies to embraces this technology to keep up with the competition, and I’ve agreed with the student that there are clear aspects of Global consideration that are relevant to the development. Generalising such an app has legal implications, and variation in the way the legal rulings, such as the recent one on Uber in the UK courts, effects the different ways in which these approaches are rolled out across different countries is a relevant consideration. Learning from the varying international approach that has resulted in the ways that different countries have reacted to the spread of Uber is also relevant, particular in the light of the recent development in China.”*

*“For the Maths example, my student is doing a research project considering the invention of zero, and the potential implications of modern life without the concept of zero either as an expression of nothingness, or as a placeholder. The global cultural dimension here is obvious, and the ways in which use of the concept effected the historical technological development timeline in different regions of the world is still relevant in understanding present day political power dynamics, as well as appreciating the prestige which can be attributed to the particular societies which brought about the concept in the first place. So a very clear global cultural dimension.”*

The checklist can be found in the Appendix and on the Blackboard shell.

# Deliverables

## Development Projects

### First Deliverable for a Development project

This includes a Project contract, Project plan, an Ethical review, and the Global checklist, like all projects, and also:

* a Literature Review
* the Requirements for the software you are building.

TurnItIn submission links will be provided for all these documents. The timing of the deadline for the First Deliverable is such that you should receive a mark, and more crucially: constructive feedback on it, before the December break.

### Final Deliverable for a Development project

By the time you submit the Final Deliverable, you should also have agreed a date for the project viva, which should include a demonstration of the software you produced.

On the Final Deliverable deadline day, you should submit electronically:

* A final report, whose main body has a word count of no more than 15,000 words (the list of references and any Appendices are excluded from this word count). It should include
  + Use Case Diagrams/Use Case Descriptions/Class diagrams/ER model/State transition diagrams
  + Story boards/Interface Designs
  + Design Documentation
  + A Test Plan
  + Critical evaluation of your product and your design choices
* Prototype
* Software
* Appendices (e.g. further design documentation, test logs, project progress reports)

Detailed submission instructions (file types, how to submit files that are not checked by TurnItIn, etc) will appear on the Blackboard shell well before the deadline day.

For a Development Project of a student on a BCS accredited course, the first marker will also fill out a checklist to confirm that the relevant BCS criteria have been achieved. This is done alongside the marking grid, but does not affect the student’s mark.

## Research Projects

### First Deliverable for a Research project

This includes a Project contract, Project plan, an Ethical review, and the Global checklist, like all projects, and also:

* a Scoping Review (this maps out the key concepts and work in the field, and helps to focus the Research Project – but is only a start to the final Literature Review to be submitted later)
* the Research Questions that your project will address.
* a brief description of the Research Methodology used.

TurnItIn submission links will be provided for all these documents. The timing of the deadline for the First Deliverable is such that you should receive a mark, and more crucially: constructive feedback on it, before the December break.

### Final Deliverable for a Research project

By the time you submit the Final Deliverable, you should also have agreed a date for the project viva, which should include a short presentation on your research.

On the Final Deliverable deadline day, you should submit electronically:

* A final report, whose main body has no more than 15,000 words (the list of references and any Appendices are excluded from this word count). It should include
  + Full literature Review
  + Updated (if necessary) Research Questions
  + Research Methodology
  + Report on the field study, where appropriate
  + Findings and analysis
  + Conclusions etc.
  + Reference list

and it should be referenced properly using Harvard style, also referring to appendices where appropriate.

* Appendices (surveys, interviews evidence, project progress reports etc)

Detailed submission instructions (file types, how to submit files that are not checked by TurnItIn, etc) will appear on the Blackboard shell well before the deadline day.

## Hybrid Projects

### First Deliverable for a Hybrid project

This includes a Project contract, Project plan, an Ethical review, and the Global checklist, like all projects, and also:

* a Literature Review
* the Requirements for the software you are building.

TurnItIn submission links will be provided for all these documents. The timing of the deadline for the First Deliverable is such that you should receive a mark, and more crucially: constructive feedback on it, before the December break.

### Final Deliverable for a Hybrid project

By the time you submit the Final Deliverable, you should also have agreed a date for the project viva, which should include a demonstration of the software you produced.

On the Final Deliverable deadline day, you should submit electronically:

* A final report, whose main body has no more than 15,000 words (the list of references and any Appendices are excluded from this word count). It should include
  + Use Case Diagrams/Use Case Descriptions/Class diagrams/ER model/State transition diagrams
  + Story boards/Interface Designs
  + Design Documentation
  + A Test Plan
  + Critical evaluation of your product and your design choices
* Prototype
* Software
* Appendices (e.g. further design documentation, test logs, project progress reports)

Superficially, this may make a Hybrid project appear like a Development project. However, the marking process for Hybrid projects has significantly reduced expectations on the quantity and sophistication of the software produced to compensate for the extra research and writing included.

Detailed submission instructions (file types, how to submit files that are not checked by TurnItIn, etc.) will appear on the Blackboard shell well before the deadline day.

# Supervision

Your supervisor has been allocated 5 hours for face to face supervision, with additional time for reading drafts, marking deliverables, and providing feedback on all of those. In order to get the most out of supervision sessions, we suggest that before every supervision session, you

* Produce a summary of your progress since the last meeting: the work you have completed, the problems you have encountered and how you propose to solve them, etc. This should be documented on a Project Progress Report (available in the Appendix and on the Blackboard shell)
* Prepare a list of questions that you want to ask your supervisor, or issues about which you need some advice/guidance.
* Prepare a list of tasks you intend to work on between this and the next supervision meeting.

and during the supervision session, you

* Make sure you are clear about any feedback and advice you are given: ask for clarification, and consider taking notes.
* Agree with your supervisor the work you plan to tackle next.
* Agree the date of the next supervision meeting OR how contact will be made to agree the next meeting.

and after the supervision session, you

* Revise your project plan, if necessary.
* Plan your time until the next supervision meeting, taking into account your other commitments.
* Put in 10 hours per week work on your project, more if you have fallen behind.

# Use of Blackboard VLE and TurnItIn

All essential information for the module is included in this module handbook, which is also available on Blackboard. Students should check their email regularly, and also the Blackboard shell for the module, for any relevant announcements. The Blackboard shell also includes a number of useful documents, such as

* The module template
* All the module forms that you will need to complete throughout the year
* Marking grids for the first and second coursework component, per project type
* slides of the lectures supporting this module
* Advice provided by CLaSS for various of the activities and products in the module
* Suggested reading lists
* Advice to support you on making the most out of your supervisor, advice on the viva examination, and more.

All deliverables for the module should be submitted via TurnItIn links provided. As per the DMU assessment policy, there is a University requirement for written coursework to be checked for originality using TurnItIn where this is appropriate to the learning outcomes and assessment design. This includes both dissertations and major projects.

# Academic Offences and the Academic Practice Officer

You are reminded that the work you submit must be your own, except where its original author is clearly referenced. Please refer to **Chapter 4** of the **General Regulations and Procedures Affecting Students**: <http://www.dmu.ac.uk/dmu-students/the-student-gateway/academic-support-office/student-regulations.aspx> for a broader and more detailed description of good standards of academic practice, including a discussion of what does and does not constitute plagiarism. Please contact your supervisor or the module leaders if you remain uncertain about a specific issue related to this after reading the official guidance.

The **Faculty academic practice officer** is Dr Moira Carroll-Mayer (Gateway House 5.52, email: [mcm@dmu.ac.uk](mailto:mcm@dmu.ac.uk), phone extension 1551).

# Student Feedback from previous years

Student feedback for 2016/17 through the standard module evaluation methods was sparse, and indicated no general problems. Posters were introduced for the first time in 2016/17, but as they did not then contribute to the final mark and were introduced at a relatively late stage in the year, they were then made optional in response to student feedback. For 2017/18, we would like to invite you to express your ideas, comments and concerns with regards to the future inclusion of a poster session, whereby the outputs (posters) will be an expected part of the assessment right from the start of the module. We invite comments that specifically address and take into account last year’s feedback (e.g., emphasis on marking them, need or not to make an artistic presentation, comments with regards to employability opportunities).

We will be asking students for feedback on this project through the usual means (i.e., module-level survey during the two Terms, SSCC meetings) and we encourage you to share your constructive ideas for improvement directly with the module leaders as you see fit (formally or informally).

# Appendix

**De Montfort University**

**Module template proforma**

**Basic module information**

Module Title: **Final Year Project**

|  |  |  |
| --- | --- | --- |
| Module Code: **IMAT3451** | Credit value:**30** | Credit level:**6** |

Owning Board: **BCM**

Faculty: **Technology**

Term: **Y**

Module Leader: **Efpraxia Zamani**

Module pre-requisites: The project normally requires students to have undertaken successfully the requirements at level 5 and level 4 of their degree programme prior to commencing the project. The prior learning for each project, however, is dependent on the nature of that project. It is expected that students will choose their project topics, based on their individual course's requirements and with reference to their own prior learning

Maximum student numbers on module: **NA**

**Module description**: The project provides students with the opportunity to carry out a significant piece of work involving critical analysis and reflection to provide an effective solution to a given technical and/or research-based problem. It enables students to apply and integrate previous material covered on the student's course as well as to extend the work covered on the course through research and self-learning. Students will be expected to demonstrate appropriate and proactive project management, and written/verbal presentation skills throughout the period of the project. As well as analysing, designing, delivering and appraising a product of suitable quality, they will be expected to undertake, research, analyse, design, evaluate and report on some aspects of a subject explicitly allied to the project.

Indicative Content

The range of projects will be wide. Projects are obtained from a variety of sources; internal academics, from external organisations, and many from students themselves. A Computer systems project, for example, could involve a range of activities necessary to create a successful system, from the initial fact finding, through to implementation and user training. A research-based project may concentrate on the investigation and analysis of academic and/or empirical research relating to a given research question/topic.

Some courses may have mandatory requirements that restrict the nature of project work in order to satisfy, for example, course validation conditions and/or the requirements of professional bodies such as the British Computer Society (BCS).

In all cases, the project report submission normally takes the following structure:

1. A **Main Report** providing a summary of the project experience, to normally include:

* an abstract
* an introduction and overview to the problem being addressed and the objectives of the project
* an overview of the project management approach adopted
* an overview of the methodology selected with justification
* one or more sections summarising activities that were undertaken as part of the project, probably corresponding to the activities that are prescribed by the chosen methodology.
* one or more sections summarising the academic literature review undertaken as part of the project requirements.
* a critical evaluation and reflection on the whole project experience, including the student's project management, as well as on the product produced.
* a conclusions section, with possible directions for further work.
* a reference list
* acknowledgements

2. A **set of Appendices** that are referred to within the Main Report, and which contain the substantive work on the project, including product deliverables, such as requirements and design specifications and other project documents (project contract, inform consent, ethics review form etc.).

Students also undertake a Viva examination (a presentation or a demonstration depending on the nature of their project) shortly after the submission of the Final Deliverable.

Project assessment will normally be based on criteria associated with the following areas:

* conduct and general motivation
* comprehension of problem and possible solutions
* approaches and methods adopted
* results/deliverables
* organisation and presentation

These are evaluated from the following sources:

* the First and Final Written Deliverables
* the Viva examination
* the student's Project Supervisor and second marker
* the Project Proposer (if applicable)

**Table of Deliverables**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Research Projects** | **Development Projects** | **Hybrid Projects** |
| **First Submission** (first deliverable)  Week 7 | * Project contract * Ethics form * Project Plan (e.g., Gantt Chart) * Global Checklist * Scoping Review (mapping out the key concepts and work in the field) * Research Questions | * Project contract * Ethics form * Project Plan (e.g., Gantt Chart) * Global Checklist * Literature Review * Requirements | * Project contract * Ethics form * Project Plan (e.g., Gantt Chart) * Global Checklist * Literature Review * Requirements |
| **Final Submission** (final deliverable)  These are some examples: each project will need a complete set of objectives/deliverables  Week 29 | * Full literature Review * Updated (if needed) Research Questions * Report on the field study * Findings and analysis * Conclusions etc. * Reference list * Appendices (surveys, interviews evidence etc) * Maximum word count (main body): 15.000 | * Use Case Diagrams/Use Case Descriptions/Class diagrams/ER model/State transition diagrams * Story boards/Interface Designs * Design Documentation * Test Plan * Prototype * Final report, including critical evaluation * Software * Appendices (e.g. further design documentation, test logs) * Maximum word count (main body): 15.000 | * Use Case Diagrams/Use Case Descriptions/Class diagrams/ER model/State transition diagrams * Story boards/Interface Designs * Design Documentation * Test Plan * Prototype * Final report, including critical evaluation * Software * Appendices (e.g. further design documentation, test logs, surveys, interviews evidence) * Maximum word count (main body): 15.000 |
| **Viva examination:** attended by the supervisor and the 2nd marker  Weeks 30-32 | * Oral examination (presentation of your work) | * Oral examination (demo of your work) | * Oral examination (presentation and demo of your work |

\*the content of the deliverables is indicative and may be different for the various projects; students will need to agree on the specifics with their supervisor.

**Learning outcomes**

1. Effectively scope and plan an individual project of significant complexity.
2. Carry out work in accordance with the plan, and in a rigorous and sound manner.
3. Provide and justify an effective and informed resolution to the project.
4. Assess the potential global impact of the work
5. Present the project deliverables in a coherent and logical way, and in an suitable manner for the target audience.
6. Undertake appropriate research into one or more identified areas in a systematic and thorough manner.

**Assessment**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Type of assessment** | **Duration/**  **volume** | **Assessment weighting %** | **Final assessment Y/N** | **Minimum threshold mark %** (if not 40% for UG, 50% for PGT) | **Essential component Y/N** | **Learning outcome(s)**  **assessed** | **Anonymously marked**  **Y/N** |
| **First Submission** |  | **10%** | **N** | **40%** | **N** | **1,2, 4** | **N** |
| **Final Submission (this includes the main report and the Viva examination)** |  | **90%** | **N** | **40%** | **N** | **1,2,3,4,5** | **N** |

**Assessment Notes**

It is the student's product that is a principal focus of the assessment, as is the student's ability to manage and undertake the project.

Each project submission will be assessed on general criteria associated with all projects, and on specific criteria that reflect the individual requirements of a particular project. The general criteria focus on those aspects (skills/knowledge) of the project work that all students should exhibit. The specific criteria refer to the substantive work undertaken by the student to achieve that particular project's product.

There are several means by which evidence for assessing project work may be gathered:

* Attendence and quality of supervisory meetings
* One or more written deliverable submissions, in the manner as detailed in the current student project booklet
* Viva examination (Demo/presentation)

An appropriate marking scheme will be detailed and available on the module Blackboard shell, and used to guide the combining of the generic and specific aspects of a student's work to generate an overall mark for the project. A mark for a student's project is determined independently by the supervisor and a second marker, and then a final mark is agreed jointly by the two markers, with the Project Co-ordinator adjudicating in the event of dispute. Any proposed mark for a student is subject to both internal and external moderation. Internal moderation will be sympathetic towards the differing nature of projects and the different initial programme-provided skill sets of students doing the project module across different programmes.

Unless there are exceptional circumstances:

**- students that fail to attend the viva examination will be given an overall project mark of zero percent;**

**- if during the viva examination a student cannot demonstrate an understanding of the work that has been submitted in their name they will fail the viva examination and will be awarded a mark of zero for the components they cannot explain.**

**Reassessment**

Deferral assessment is by deferred component. Referral normally involves either undergoing the entire project activity/assessment cycle with reference to a new project (if the project scores below 30%) or, if considered feasible by the assessment board, to the amendment/enhancement of the same project within an appropriate timeframe (if the project scores between 30% and 39%). The referral method adopted for a particular student will typically be decided taking into account any recommendations from the student's project supervisor.

**Expected methods of delivery**

The project is primarily self-directed with guidance and support from an assigned supervisor. Project skills sessions will normally be provided to give students the necessary pre-requisite knowledge and skills for the project that are not covered elsewhere in the taught programme. A few 'Experts' may also be available to all students at appropriate times during the Project year to provide advice and help regarding particular software applications and systems development aspects. A project Blackboard shell is available as a resource for students, which contains all the necessary project documents/forms, the project calendar, project guidance notes, the list of available projects and supervisor allocations, deadline information, lecture notes etc.

Depending on the nature of the project, a viva examination (presentation or demo) is given towards the end of the module. This enables students to show their understanding of the findings of their work, and to defend what they have done and how they have done it.

**Module delivery variations** (if applicable)

|  |  |  |
| --- | --- | --- |
| **Module Name: Computing Project Code: IMAT3451 Level: 6** | | |
| **Learning Approach for Module** | **Hours Per Module** | **Total: 300** |
| **a. Academic Led : Face to Face (f) or Virtual (v)** | | |
| **Fieldtrip** |  |  |
| **Practical** |  |  |
| **Lecture / Large Group** | 5 |  |
| **Seminar (currently called Tutorial)** |  |  |
| **Studio** |  |  |
| **Tutorial** | 5 |  |
| **Workshop** |  |  |
| **b. Non Academic Led: Placement Learning (PL)** | | |
| **Placement** |  |  |
| **c. Student Led: Self-Directed Learning (SDL)** | | |
| **On Line Learning** |  |  |
| **Reading – suggested reading is part of seminar work** |  |  |
| **Collaborative Activities** |  |  |
| **Reflection** |  |  |
| **Revision** |  |  |
| **Consolidation** | 290 |  |
| **PGR Training** |  |  |

**IMAT3451 Project Contract Template**

**Student Name**

**P-number**

**Programme**

**Email address**

**Project Title**

**Project Proposer**

The name, affiliation and contact details of the project proposer; ‘Self’ if it was proposed by you.

e.g. A. Proposer, Placement Corporation, 011111111, proposer@pcorp.com

or M.Y. Lecturer, Department of Computer Technology, myl@dmu.ac.uk

**Supervisor**

The name, affiliation and contact details of the supervisor, if different from proposer.

**Introduction**

A brief but concise statement of the nature of the project.

**Project Background**

A brief description (a paragraph of 100-200 words) providing the project background/context. e.g. is it based on a business need? a technical need? does it arise from the interests of a particular person/company?

**Aim/Objectives/Deliverables**

This is the heart of the Contract, and will require discussion with your supervisor and possibly several iterations to get it right. It is against the objectives and proposed deliverables that the final product will be assessed. So it is important to ensure that all aspects of the assessment criteria (see Blackboard) are included in the list of objectives/deliverables.

**Aims**: a statement of the overall aims of the project (in one or two sentences).

**Objectives**: a list of specific, measurable objectives, each of which is likely to result in a deliverable. They specify all the work tasks to be undertaken to meet the stated aim. They will vary from project to project, as every project is different, but some examples are provided below.

All projects will need to review and report on the literature in a chosen area.

Software Development projects might include such general objectives as:

* To investigate system requirements and produce a Requirements Specification.
* To research and write a report on good practice in HCI design.
* To design an interface using the findings from the HCI report.
* To design and execute a suitable test plan.

Or they might be more specific, e.g.:

* To review and report on how mathematical simulation techniques could be applied to a

traffic simulator.

Research projects might include such objectives as:

* To conduct a literature search into e-learning, resulting in a literature review of the topic and a definition for the purposes of the project.
* To investigate and report on research approaches and methods.
* To select and justify an appropriate research design for the project.
* To describe any research hypotheses for the project.
* To undertake empirical work in accordance with the research design.

**Deliverables:** a list of your Project’s deliverables with some general description.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Research Projects** | | | **Development Projects** | | **Hybrid Projects** |
| **First Submission** (first deliverable)  Week 7 | | * Project contract * Ethics form * Project Plan (e.g., Gantt Chart) * Global Checklist * Scoping Review (mapping out the key concepts and work in the field) * Research Questions | * Project contract * Ethics form * Project Plan (e.g., Gantt Chart) * Global Checklist * Literature Review * Requirements | | * Project contract * Ethics form * Project Plan (e.g., Gantt Chart) * Global Checklist * Literature Review * Requirements | |
| **Final Submission** (final deliverable)  These are some examples: each project will need a complete set of objectives/deliverables  Week 29 | | * Full literature Review * Updated (if needed) Research Questions * Report on the field study * Findings and analysis * Conclusions etc. * Reference list * Appendices (surveys, interviews evidence etc) * Maximum word count (main body): 15.000 | * Use Case Diagrams/Use Case Descriptions/Class diagrams/ER model/State transition diagrams * Story boards/Interface Designs * Design Documentation * Test Plan * Prototype * Final report, including critical evaluation * Software * Appendices (e.g. further design documentation, test logs) * Maximum word count (main body): 15.000 | | * Use Case Diagrams/Use Case Descriptions/Class diagrams/ER model/State transition diagrams * Story boards/Interface Designs * Design Documentation * Test Plan * Prototype * Final report, including critical evaluation * Software * Appendices (e.g. further design documentation, test logs, surveys, interviews evidence) * Maximum word count (main body): 15.000 | |
| **Viva examination:** attended by the supervisor and the 2nd marker  Weeks 30-32 | | * Oral examination (presentation of your work)   During week 28 supervisors and students will need to start communication for setting up the Viva | * Oral examination (demo of your work)   During week 28 supervisors and students will need to start communication for setting up the Viva | | * Oral examination (presentation and demo of your work)   During week 28 supervisors and students will need to start communication for setting up the Viva | |

**Resources and Constraints**

A list of any specific resources that the project requires; for example, hardware and software; access to people or organisations.

A list of any known constraints, for example availability of certain resources.

**Sources of Information**

A list of sources you intend to use. These could include:

* Specific books/journals if you already know of them;
* Library/Internet;
* Organisations or individuals you intend to contact.

**Risk Analysis**

What could endanger your project, what will you do if it happens

**Schedule of Activities**

Having defined the tasks to be undertaken in the list of objectives, you need to prepare a Project Plan to show how you intend to carry them out: You may find it helpful to draw up a critical path diagram before drawing a Gantt chart.

**Student\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Proposer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Supervisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Keep the signed copy somewhere safe: include it with your initial submission. Your supervisor will require a copy as well.

**IMAT3451 FINAL YEAR PROJECT - ETHICAL REVIEW FORM**

The University requires all undergraduate final year projects to undergo an ethical review and, where human research ethical issues are identified, to ensure that these issues are addressed.

For the majority of Computing Final Year Projects, the outcome will be either ‘No ethical issues’ or ‘Minor/Major ethical issues which have been addressed’; in these cases, approval can be given by the supervisor. In the unlikely event that the outcome is ‘Ethical issues that have not been addressed’, the completed form will need to be forwarded to the Faculty Research Ethics Committee.

**Student Name** **Programme**

**Project Title**

**Brief description of proposed activity and its objectives:**

**Ethical Issues Identified: How these will be addressed:**

(see overleaf)

**Checklist**

Has the project proposal identified any of the following research procedures?

1. Gathering information about human beings through: Interviewing, Surveying,

Questionnaires, Observation of human behaviour Yes / No

2. Using archived data in which individuals are identifiable Yes / No

3. Researching into illegal activities, activities at the margins of the law or

activities that have a risk of personal injury Yes / No

4. Supporting innovation that might impact on human behaviour

e.g. Behavioural Studies Yes / No

**If ‘Yes’ to any of 1-4 above: have you considered the following?**

🞏 Providing participants with full details of the objectives of the research

🞏 Providing information appropriate for those whose first language is not English

🞏 Voluntary participation with informed consent

🞏 Written description of involvement

🞏 Freedom to withdraw

🞏 Keeping appropriate records

🞏 Signed acknowledgement and understanding by participants

🞏 Consideration of relevant codes of conduct/guidelines

**Ethical Review Outcome**

🞏 1. No ethical issues

🞏 2. Minor ethical issues which have been addressed and concerns resolved

🞏 3. Major ethical issues which have been addressed and concerns resolved

🞏 4. Ethical issues that have not been resolved/addressed

**Authorisation**

*If the outcome is no. 3 or 4 above, this form should be forwarded to the Faculty Research Ethics Committee.*

Signature of student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

Signature of supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

Signature of 2nd supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

**IMAT3451 FINAL YEAR PROJECT - Global Checklist**

The University requires all undergraduate final year projects students to undertake a global review of their project. Here is an International Impact Checklist for you to complete, which can be done in consultation with the project supervisor.

**Student Name** **Programme**

**Project Title**

**Please indicate which of these possible attributes is addressed by your undertaking of this project.**

|  |  |
| --- | --- |
| **Possible Global Experience** | **Addressed by Project** |
| Ability to work collaboratively: teams from a range of backgrounds and countries |  |
| Excellent communication skills with a sensitivity to speaking with and listening to non-native English speakers |  |
| An ability to embrace multiple perspectives and challenge thinking in a range of cultural context |  |
| A capacity to develop new skills and behaviours according to role requirements |  |
| An ability to negotiate and influence clients across the globe from different cultures |  |
| An ability to form professional, global networks |  |
| An openness to/respect of a range of perspectives from around the world |  |
| Multi-cultural learning agility (i.e. able to learn in any culture or environment) |  |

**Brief description of how the ticked attributes have been addressed:**

Signature of student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

Signature of supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

**IMAT3451 Final Year Project Periodic Progress Report (PPR)**

Programme/Course Title:

Name: Assessment Period:

Project Title: Report Number:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Objectives for Period: (refer to previous report)

Summary of Progress for Period: (identify evidence of progress)

Problem Areas and Suggested Solutions:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Objectives, Deliverables & Plan for Next Period:

Date of Next Review:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s Signature: Date:

Student’s Signature: Date:

Other Comments (if any):

**Marking Grids for First and Final Submission**

**For Development, Research and Hybrid Projects**

IMAT3451 Final Year Project First Submission – Development Project

The initial submission is worth 10% of the final project mark

|  |  |  |  |
| --- | --- | --- | --- |
| P No |  | | |
| Family name |  | | |
| First name |  | | |
| Project Title |  | | |
| Course |  | | |
| Supervisor |  | Mark |  |
| Second marker |  | Mark |  |
|  |  | Agreed mark \* |  |
|  |  | Date |  |

|  |  |  |
| --- | --- | --- |
| **TurnItIn similarity\* %** |  | If this percentage exceeds 15%, please provide a commentary in the box below why this is the case |

All marks are subject to moderation

First Submission Marking Sheet – Development Project

|  |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project contract** | Appropriate, agreed and signed. A project contract has been submitted |  |  |  |  |  |  |  |  |
| **Ethical review** | Relevant ethical issues have been identified and will be properly addressed. A signed ethical review has been submitted |  |  |  |  |  |  |  |  |
| **Global checklist** | Potential global attributes have been Identified and addressed. The global checklist has been submitted |  |  |  |  |  |  |  |  |
| **Project Plan** | Activities for the remainder of the project have been properly planned and a Project Plan has been submitted |  |  |  |  |  |  |  |  |
| **Engagement** | Appropriate and evident. Progress Reports are signed and submitted. |  |  |  |  |  |  |  |  |
| **Functional requirements** | There is good quality functional requirements documentation (using recognised notation and as agreed with supervisor) |  |  |  |  |  |  |  |  |
| **Literature review** | Background, critical evaluation, acted upon |  |  |  |  |  |  |  |  |
| **Referencing** | Proper referencing, according to DMU guidelines, clearly distinguishing own work from others |  |  |  |  |  |  |  |  |
| **Quantity of work** | Consistent with the notional learning hours |  |  |  |  |  |  |  |  |
| **Writing and Presentation** | Length, structure, writing style, table of contents, page numbers, diagrams, consistency etc. |  |  |  |  |  |  |  |  |

First Submission Detailed Feedback – Development Project

Please add detailed comments and suggestions for the way forward.

**Comments:**

**Way forward:**

IMAT3451 Final Year Project Final Submission – Development Project

The final submission is worth 90% of the final project mark

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| P No |  | | | | |
| Family name |  | | | | |
| First name |  | | | | |
| Project Title |  | | | | |
| Course |  | | | | |
| Supervisor |  | | | Mark |  |
| Second marker |  | | | Mark |  |
|  |  | | | Agreed mark |  |
|  |  | | | Date |  |
| Moderator | Agree with Final Weighted Project Mark | | Revised Final Weighted Project Mark | Final Weighted Project Mark |  |
|  | Yes | No |  | Final Weighted Project Mark (moderated) |  |

For projects where the Final Weighted Project Mark is 30-39%, please specify re-sit requirements on the last page.

|  |  |  |
| --- | --- | --- |
| **TurnItIn similarity\* %** |  | If this percentage exceeds 15%, please provide a commentary in the box below why this is the case |

Final Submission Marking Sheet – Development Project

| **Main report** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Presentation | Acknowledgements, length, spelling, grammar, written style, table of contents, page numbers referencing etc. |  |  |  |  |  |  |  |  |
| Background and justification | Clear discussion and justification of why the project is useful, necessary and/or important to be undertaken |  |  |  |  |  |  |  |  |
| Discussion of evolution of main components | Identification of significant use cases and discussion how they evolved from inception to implementation |  |  |  |  |  |  |  |  |
| Application of theory | Clear links to existing theory and evidence of how extant knowledge is applied while developing the project, in the design of the final product etc. |  |  |  |  |  |  |  |  |
| Critical analysis | What went wrong and what was right? What could be done differently next time? |  |  |  |  |  |  |  |  |
| Risk assessment | Relevant risks of project failure have been identified and properly mitigated. Risk analysis supplied |  |  |  |  |  |  |  |  |
| System Design | There is good quality system design documentation (using recognised notation as agreed with the supervisor) |  |  |  |  |  |  |  |  |
| Testing | Strategies for testing the main aspects of the systems have been presented. |  |  |  |  |  |  |  |  |
| Referencing | Proper referencing, according to DMU guidelines, clearly distinguishing own work from others |  |  |  |  |  |  |  |  |
| **Appendices** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Software development strategy | Clear evidence of an appropriate overall strategy e.g. XP/SCRUM/SSADM etc. |  |  |  |  |  |  |  |  |
| Appropriateness of documentation | Sensible selection of documentary artefacts which appropriately inform the design of your system |  |  |  |  |  |  |  |  |
| Testing | Suitable testing at all levels of the system e.g. code & usability |  |  |  |  |  |  |  |  |
| Management documentation | Clear evidence of regular meetings with supervisor and indication of content discussed actions taken |  |  |  |  |  |  |  |  |
| Analysis and design documentation | Selected documentation makes use of correct notation and is logically correct |  |  |  |  |  |  |  |  |
| Alignment of documentation and implementation | Documentation matches the system created e.g. ERD aligns with tables etc. |  |  |  |  |  |  |  |  |
| **Project Management** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Management meetings | Meaningful and consistent engagement with your supervisor |  |  |  |  |  |  |  |  |
| Response to change | Clear demonstration of ability to respond to changes in circumstances |  |  |  |  |  |  |  |  |
| Project planning | The student was able to proactively plan and manage the project, replanning as necessary |  |  |  |  |  |  |  |  |
| **Viva** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Professionalism and appearance | The student looks and acts like a computing professional |  |  |  |  |  |  |  |  |
| Timing and delivery | Demonstration filled the available time appropriately with time for questions |  |  |  |  |  |  |  |  |
| System coverage | All important use cases covered |  |  |  |  |  |  |  |  |
| Question handling | The student is able to defend the system |  |  |  |  |  |  |  |  |
| **The System** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Quantity of work | Appropriate for final year project. |  |  |  |  |  |  |  |  |
| Product | The product meets the objectives of the agreed project contract (completeness) |  |  |  |  |  |  |  |  |
| Usability | The project demonstrates good usability |  |  |  |  |  |  |  |  |
| Robustness | Handles user errors in a robust and informative manner |  |  |  |  |  |  |  |  |
| Sound design and implementation | Appropriate for the technologies in use |  |  |  |  |  |  |  |  |

Final Submission Detailed Feedback – Development Project

Please provide detailed comments.

Comments:

Re-Sit Requirements

Where this project has achieved an overall mark of 30-39%, is it realistic for the student to achieve an acceptable resubmission by the August coursework resubmission deadline?  If YES, please give resit instructions below. If NO, please explain why not.

IMAT3451 Final Year Project First Submission – Research Project

The initial submission is worth 10% of the final project mark

|  |  |  |  |
| --- | --- | --- | --- |
| P No |  | | |
| Family name |  | | |
| First name |  | | |
| Project Title |  | | |
| Course |  | | |
| Supervisor |  | Mark |  |
| Second marker |  | Mark |  |
|  |  | Agreed mark \* |  |
|  |  | Date |  |

|  |  |  |
| --- | --- | --- |
| **TurnItIn similarity\* %** |  | If this percentage exceeds 15%, please provide a commentary in the box below why this is the case |

All marks are subject to moderation

First Submission Marking Sheet – Research Project

|  |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project contract** | Appropriate, agreed and signed. A project contract has been submitted |  |  |  |  |  |  |  |  |
| **Ethical review** | Relevant ethical issues have been identified and will be properly addressed. A signed ethical review has been submitted |  |  |  |  |  |  |  |  |
| **Global checklist** | Potential global attributes have been Identified and addressed. The global checklist has been submitted |  |  |  |  |  |  |  |  |
| **Project Plan** | Activities for the remainder of the project have been properly planned and a Project Plan has been submitted |  |  |  |  |  |  |  |  |
| **Engagement** | Appropriate and evident. Progress Reports are signed and submitted. |  |  |  |  |  |  |  |  |
| **Research questions** | Sensible and feasible to be addressed within the timeframe of the project |  |  |  |  |  |  |  |  |
| **Understanding the problem domain** | Appropriate understanding of the domain, including an understanding of the delimited and bounded topic of interest, solving the right problem, choosing the right techniques, software etc. |  |  |  |  |  |  |  |  |
| **Literature reviewed** | Appropriate literature identified, appropriate mixture of academic and non-academic sources, sources justified for inclusion (especially if old) |  |  |  |  |  |  |  |  |
| **Referencing** | Proper referencing, according to DMU guidelines, clearly distinguishing own work from others |  |  |  |  |  |  |  |  |
| **Quantity of work** | Consistent with the notional learning hours |  |  |  |  |  |  |  |  |
| **Writing and Presentation** | Length, structure, writing style, table of contents, page numbers, diagrams, consistency etc. |  |  |  |  |  |  |  |  |

First Submission Detailed Feedback – Research Project

Please add detailed comments and suggestions for the way forward.

**Comments:**

**Way forward:**

IMAT3451 Final Year Project Final Submission – Research Project

The final submission is worth 90% of the final project mark

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| P No |  | | | | |
| Family name |  | | | | |
| First name |  | | | | |
| Project Title |  | | | | |
| Course |  | | | | |
| Supervisor |  | | | Mark |  |
| Second marker |  | | | Mark |  |
|  |  | | | Agreed mark |  |
|  |  | | | Date |  |
| Moderator | Agree with Final Weighted Project Mark | | Revised Final Weighted Project Mark | Final Weighted Project Mark |  |
|  | Yes | No |  | Final Weighted Project Mark (moderated) |  |

For projects where the Final Weighted Project Mark is 30-39%, please specify re-sit requirements on the last page.

|  |  |  |
| --- | --- | --- |
| **Turnitin similarity\* %** |  | If this percentage exceeds 15%, please provide a commentary in the box below why this is the case |

Final Submission Marking Sheet – Research Project

| **Main report** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Presentation of main report | Appropriate structure, writing style, etc. |  |  |  |  |  |  |  |  |
| Background and justification | Background, context setting and justification for research questions; summary of previous literature review and reframing of research questions if appropriate |  |  |  |  |  |  |  |  |
| Understanding the problem domain | Appropriate understanding and application of the domain including an understanding of the delimited and bounded topic of interest, solving the right problem, choosing the right techniques, software etc. |  |  |  |  |  |  |  |  |
| Literature Review | Identification and critical analysis of literature, contextualised to answer the research questions |  |  |  |  |  |  |  |  |
| Research Methods review | Relevant methods reviewed, chosen method(s) justified |  |  |  |  |  |  |  |  |
| Implementation of research methods | Research methods implemented successfully with appropriate data collection, pilot study, discussion on sampling and data analysis |  |  |  |  |  |  |  |  |
| Data analysis | Data analysed appropriately, in accordance with chosen method, demonstrating depth and breath |  |  |  |  |  |  |  |  |
| Discussion/Findings | Data analysis and literature critically discussed with clear arguments |  |  |  |  |  |  |  |  |
| Conclusions | Clear conclusions made; conclusions answer the research questions initially described in the contract or as refined together with the supervisor; future research streams discussed; limitations of the research formally identified; implications for practice and/or research identifies |  |  |  |  |  |  |  |  |
| Critical reflection | Critical discussion of what the student did wrong, right, and what they would do next time. |  |  |  |  |  |  |  |  |
| Referencing | Proper referencing, according to DMU guidelines, clearly distinguishing own work from others |  |  |  |  |  |  |  |  |
| **Appendices** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Management documentation | Clear evidence of supervisory meetings and indication of content discussed and actions taken (progress reports); revised project contract, ethical review form where appropriate |  |  |  |  |  |  |  |  |
| Samples of data collection activities | Selected documentation is appropriate and anonymised |  |  |  |  |  |  |  |  |
| Additional data analysis | Evidence of relevant data analysis, as agreed and consulted with the supervisor |  |  |  |  |  |  |  |  |
| Samples of ethics documentation | Selected informed consent forms and participant information sheets are included and appropriate (anonymised) |  |  |  |  |  |  |  |  |
| **Project Management** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Management meetings | Meaningful and consistent engagement with the supervisor |  |  |  |  |  |  |  |  |
| Response to change | Clearly demonstrated ability to respond to changes in circumstances |  |  |  |  |  |  |  |  |
| Project planning | The student was able to proactively plan and manage the project, replanning as necessary |  |  |  |  |  |  |  |  |
| **Viva** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Professionalism and appearance | Professional appearance, behaviour and presentation |  |  |  |  |  |  |  |  |
| Timing and delivery | Presentation filled the available time appropriately with time for questions |  |  |  |  |  |  |  |  |
| Presentation of research | Research contextualised well for an educated lay audience, significant findings and conclusions presented |  |  |  |  |  |  |  |  |
| Question handling | Able to defend research and justify decisions made |  |  |  |  |  |  |  |  |
| **General** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Quality and quantity of work | Appropriate for final year project level and topic chosen |  |  |  |  |  |  |  |  |
| Ethics | Research ethics procedures were adhered to |  |  |  |  |  |  |  |  |

Final Submission Detailed Feedback – Research Project

Please provide detailed comments.

Comments:

Re-Sit Requirements

Where this project has achieved an overall mark of 30-39%, is it realistic for the student to achieve an acceptable resubmission by the August coursework resubmission deadline?  If YES, please give resit instructions below. If NO, please explain why not.

IMAT3451 Final Year Project First Submission – Hybrid Project

The initial submission is worth 10% of the final project mark

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| --- | --- | --- | --- |
| P No |  | | |
| Family name |  | | |
| First name |  | | |
| Project Title |  | | |
| Course |  | | |
| Supervisor |  | Mark |  |
| Second marker |  | Mark |  |
|  |  | Agreed mark \* |  |
|  |  | Date |  |

|  |  |  |
| --- | --- | --- |
| **Turnitin similarity\* %** |  | If this percentage exceeds 15%, please provide a commentary in the box below why this is the case |

All marks are subject to moderation

First Submission Marking Sheet – Hybrid Project

|  |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project contract** | Appropriate, agreed and signed. A project contract has been submitted |  |  |  |  |  |  |  |  |
| **Ethical review** | Relevant ethical issues have been identified and will be properly addressed. A signed ethical review has been submitted |  |  |  |  |  |  |  |  |
| **Global checklist** | Potential global attributes have been Identified and addressed. The global checklist has been submitted |  |  |  |  |  |  |  |  |
| **Project Plan** | Activities for the remainder of the project have been properly planned and a Project Plan has been submitted |  |  |  |  |  |  |  |  |
| **Engagement** | Appropriate and evident. Progress Reports are signed and submitted. |  |  |  |  |  |  |  |  |
| **Understanding** | In depth vision of the problem |  |  |  |  |  |  |  |  |
| **Research questions** | Sensible and feasible to be addressed within the timeframe of the project |  |  |  |  |  |  |  |  |
| **Functional requirements** | There is good quality functional requirements documentation (using recognised notation and as agreed with supervisor) |  |  |  |  |  |  |  |  |
| **Literature review** | Background, critical evaluation, acted upon |  |  |  |  |  |  |  |  |
| **Referencing** | Proper referencing, according to DMU guidelines, clearly distinguishing own work from others |  |  |  |  |  |  |  |  |
| **Quantity of work** | Consistent with the notional learning hours |  |  |  |  |  |  |  |  |
| **Writing and Presentation** | Length, structure, writing style, table of contents, page numbers, diagrams, consistency etc. |  |  |  |  |  |  |  |  |

First Submission Detailed Feedback – Hybrid Project

Please add detailed comments and suggestions for the way forward.

**Comments:**

**Way forward:**

IMAT3451 Final Year Project Final Submission – Hybrid Project

The final submission is worth 90% of the final project mark

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| P No |  | | | | |
| Family name |  | | | | |
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| Project Title |  | | | | |
| Course |  | | | | |
| Supervisor |  | | | Mark |  |
| Second marker |  | | | Mark |  |
|  |  | | | Agreed mark |  |
|  |  | | | Date |  |
| Moderator | Agree with Final Weighted Project Mark | | Revised Final Weighted Project Mark | Final Weighted Project Mark |  |
|  | Yes | No |  | Final Weighted Project Mark (moderated) |  |

For projects where the Final Weighted Project Mark is 30-39%, please specify re-sit requirements on the last page.

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| --- | --- | --- |
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Final Submission Marking Sheet – Hybrid Project

| **Main report** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Presentation | Acknowledgements, length, spelling, grammar, written style, table of contents, page numbers referencing etc. |  |  |  |  |  |  |  |  |
| Background and justification | Clear discussion and justification of why the project is useful, necessary and/or important to be undertaken |  |  |  |  |  |  |  |  |
| Implementation of research methodology | Relevant methods reviewed, chosen method(s) justified and well implemented |  |  |  |  |  |  |  |  |
| Quality of answer to the research question | Thoughtful and well reasoned. |  |  |  |  |  |  |  |  |
| Application of theory | Clear links to existing theory and evidence of how extant knowledge is applied while developing the project, in the design of the final product etc. |  |  |  |  |  |  |  |  |
| Critical analysis and reflection | What went wrong and what was right? What could be done differently next time? |  |  |  |  |  |  |  |  |
| System Design | There is good quality system design documentation (using recognised notation as agreed with the supervisor) |  |  |  |  |  |  |  |  |
| Testing | Strategies for testing the main aspects of the systems have been presented. |  |  |  |  |  |  |  |  |
| Referencing | Proper referencing, according to DMU guidelines, clearly distinguishing own work from others |  |  |  |  |  |  |  |  |
| **Appendices** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Appropriateness of documentation | Sensible selection of documentary artefacts which appropriately inform the design of your system |  |  |  |  |  |  |  |  |
| Testing | Suitable testing at all levels of the system e.g. code & usability |  |  |  |  |  |  |  |  |
| Management documentation | Clear evidence of regular meetings with supervisor and indication of content discussed actions taken |  |  |  |  |  |  |  |  |
| Analysis and design documentation | Selected documentation makes use of correct notation and is logically correct |  |  |  |  |  |  |  |  |
| **Project Management** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Management meetings | Meaningful and consistent engagement with your supervisor |  |  |  |  |  |  |  |  |
| Response to change | Clear demonstration of ability to respond to changes in circumstances |  |  |  |  |  |  |  |  |
| Project planning | The student was able to proactively plan and manage the project, replanning as necessary |  |  |  |  |  |  |  |  |
| **Viva** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Professionalism and appearance | The student looks and acts like a computing professional |  |  |  |  |  |  |  |  |
| Timing and delivery | Demonstration filled the available time appropriately with time for questions |  |  |  |  |  |  |  |  |
| System coverage | All important use cases covered |  |  |  |  |  |  |  |  |
| Question handling | The student is able to defend the system |  |  |  |  |  |  |  |  |
| **The System** |  | Clear  fail  <30% | Marginal fail  30-39% | Bare  pass  40-49% | Clear  pass  50-59% | Very good  60-69% | Excellent  70-79% | Exceptional  80-89% | Outstanding  >90% |
| Quantity of work | Appropriate for final year project. |  |  |  |  |  |  |  |  |
| Product | The product meets the objectives of the agreed project contract (completeness) |  |  |  |  |  |  |  |  |
| Usability | The project demonstrates good usability |  |  |  |  |  |  |  |  |
| Robustness | Handles user errors in a robust and informative manner |  |  |  |  |  |  |  |  |
| Sound design and implementation | Appropriate for the technologies in use |  |  |  |  |  |  |  |  |

Final Submission Detailed Feedback – Hybrid Project

Please provide detailed comments.

Comments:

Re-Sit Requirements

Where this project has achieved an overall mark of 30-39%, is it realistic for the student to achieve an acceptable resubmission by the August coursework resubmission deadline?  If YES, please give resit instructions below. If NO, please explain why not.