**ASSIGNMENT 1 BRIEF**

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| **Qualification** | **BTEC Level 5 HND Diploma in Computing** | | |
| **Unit number and title** | Unit 06: Managing a Successful Project | | |
| **Assignment title** | Plan and conduct a small scale research activity | | |
| **Academic Year** |  | | |
| **Unit Tutor** |  | | |
| **Issue date** |  | **Submission date** |  |

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| **Submission Format:** |
| *Format:* The submission is in the form of an individual written report that shows how you have manage the project. This should be written in a concise, formal business style using single spacing and font size 12. You are required to make use of headings, paragraphs and subsections as appropriate, and all work must be supported with research and referenced using the Harvard referencing system. Please also provide a bibliography using the Harvard referencing system.  *Submission* Students are compulsory to submit the assignment in due date and in a way requested by the Tutors. The form of submission will be a soft copy in PDF posted on corresponding course of <http://cms.greenwich.edu.vn/>  *Note:* The Assignment *must* be your own work, and not copied by or from another student or from  books etc. If you use ideas, quotes or data (such as diagrams) from books, journals or other sources, you must reference your sources, using the Harvard style. Make sure that you know how to reference properly, and that understand the guidelines on plagiarism. *If you do not, you definitely get fail* |
| **Assignment Brief and Guidance:** |
| **Scenario**: Artificial Intelligence (AI) has a long history of more than 60 years but today it rises again as one of the hottest trends in computer science.  Your company is currently working on several types of organisations. You will choose the type of organisation that you are going to do the research. The company has a specific system that runs well so far. However, the board of directors of the company does not want to be left out of the AI trend.  **Tasks**  As a member of Research and Development department, you have been assigned a mini-project to explore the impact that AI may have on your assumed company system, its usage and the user experience.  You need to do primary research (both qualitative and quantitative research) and secondary research to find out that impact and conduct a report for your research. Even it’s a mini-project, you must apply project management (PM) techniques such as project charter with aims, objectives, cost etc. As for time management, you need to produce WBS and Gantt chart with reasonable tasks and time. A project logbook is required to provide evidence of the project development process and ongoing reflection for every week. This logbook will be needed later for your reflection and evaluation in Assignment 2. As part of QA (quality assurance) policy, in the report you also need to critically evaluate the PM process and appropriate research methodologies applied.  Your report must have an introduction stating the project aims and objectives. This must be followed by a copy of your project management plan. Your plan should show the milestones when you will review with your tutor your ongoing progress so far. You will submit your logbook which shows how you have carried out the project. |

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| **Learning Outcomes and Assessment Criteria** | | |
| **Pass** | **Merit** | **Distinction** |
| **LO1** Establish project aims, objectives and timeframes based on the chosen theme | | **LO1 & LO2**  **D1.** Critically evaluate the  project management  process and appropriate  research methodologies  applied. |
| **P1** Devise project aims and objectives for a chosen scenario.  **P2** Produce a project management plan that covers aspects of cost, scope, time, quality, communication, risk and resources.  **P3** Produce a work breakdown structure and a Gantt Chart to provide timeframes and stages for completion. | **M1** Produce a comprehensive project management plan, milestone schedule and project schedule for monitoring and completing the aims and objectives of the project. |
| **LO2** Conduct small-scale research, information gathering and data collection to generate knowledge to support the project | |
| **P4** Carry out small-scale research by applying qualitative and quantitative research methods appropriate for meeting project aims and objectives | **M2** Evaluate the accuracy and reliability of different research methods applied. |