

Assessment submission Details

Dear students,

This is to remind you that the submission deadline of **COMPONENT 2, 60% Group Coursework** of **CC4057/CC4058 Introduction to Information Systems** is on **22nd May 2023 1:00 PM**. Please submit your assessment on the MST platform before the deadline.

Please note that the submission portal will be closed after the deadline, and you will not be able to hand in your work after the deadline. Please be informed that late submissions will not be entertained, and you will be required to submit your work during the reassessment period, if you miss the deadline. All assessments submitted during the reassessment period will be **capped at bare 40%** should you pass.

If you are not able to submit your work due to unavoidable circumstances, then you can apply for mitigating circumstances. Please consult with your personal academic tutor and the RTE department, to get advice on the process and the evidence that is required for successful claim of mitigation circumstances. Please note the decision will be taken after a thorough investigation of the evidence submitted and if the claim is accepted, then you can submit your assessment during the reassessment period and the marks for the assessment will not be capped. However, if your claim is rejected, then you will need to appear for reassessment and your marks will be **capped at bare 40%**.

Please submit your coursework/assignment in **a single file**. Do not submit multiple files or files in other formats such as .docx, .rtf, .doc, etc. Multiple files or files submitted in different file formats will not be accepted and marked.

Please refer to the 'Coursework naming' mentioned below.

Filename: LondonMetID Student Name.PDF

Example: 20983744 Subin Chitrakar.PDF

Please contact your module leader if you have any confusion.

All the best for your assignment.

Thank you.