

Coursework 1.2 – Individual reflective piece

You should write a 1,500-word essay, reflecting on your experience of working in a team on this assignment. You are allowed up to 150 words more or less than 1,500 words, after which penalties will be applied. The essay should be submitted in PDF format. It should have the following sections:

- **Roles and contributions**
 - How were roles divided between team members?
 - What role did each person take?
 - What contributions did they make in practice?
- **Your use of HTML and CSS**
 - Which aspects of HTML and CSS that you encountered were you able to use well?
 - Which aspects do you feel you need more practice with?
 - Which aspects have you learned about for the first time that you feel are particularly powerful and useful?
- **Positive aspects of your team work experience**
 - What aspects of team working were positive for you? (for example, did you learn from other team members? Did being able to pool work create a more comprehensive piece of work than one person could have produced?)
 - Highlight the aspects of this experience that you most enjoyed.
- **Negative aspects of your team work experience**
 - What aspects of team working were negative for you? (for example, the difficulties of communicating across different time zones or cultures)
 - Highlight the aspects of this experience that you enjoyed the least.
- **Effects of team work on the quality of the result**
 - Did you find that the members of the team contributed well?
 - Were there problems within the team that may have affected the quality of the submission?
- **Tools you and your team used**
 - What tools did your team use to help you with your work?
 - What tools do you think you should have used that would have helped you?

When discussing the other members of your team, make sure that you talk about the work that they did or did not do, as opposed to talking about them personally. It is much more productive to focus on what people do – and what that can tell you about working in teams more generally – rather than the people themselves.

Marking Criteria

Marks are allocated as follows:

- 15 marks for each section listed above (6 sections: 90 marks available)
- 5 marks for submitting the report as a PDF in the correct format
- 5 marks for keeping to the word count (0 marks for <1,200 or >1,800)

1. Roles and contributions The division of roles between the team members and the contribution made by each team member.	<p>This is not addressed</p> <p>0 marks</p>	<p>Either roles or contributions are described</p> <p>5 marks</p>	<p>Roles and contributions are described</p> <p>10 marks</p>	<p>Roles and contributions are described and clearly distinct. Roles are described at a good level of abstraction.</p> <p>15 marks</p>
2. Your use of HTML and CSS <ul style="list-style-type: none"> • Which aspects of HTML and CSS were you able to use well? • Which aspects do you still feel you need more practice with? • Which aspects do you feel are particularly powerful and useful? 	<p>This is not addressed</p> <p>0 marks</p>	<p>Heading is addressed with relevant material.</p> <p>5 marks</p>	<p>All 3 questions are somewhat addressed, or 2 questions are addressed to a high standard.</p> <p>10 marks</p>	<p>Perceptively addresses all questions.</p> <p>15 marks</p>
3. Positive aspects of your team work experience <ul style="list-style-type: none"> • What aspects of team working were positive for you? (for example, did you learn from other team members? Did being able to pool work from various people create a more comprehensive piece of work than one person could have produced?) • Highlight the aspects of this experience that you most enjoyed. 	<p>This is not addressed</p> <p>0 marks</p>	<p>Heading is addressed with relevant material.</p> <p>5 marks</p>	<p>Both questions are addressed.</p> <p>10 marks</p>	<p>Both questions are addressed in a way that shows clear analytic thought.</p> <p>15 marks</p>
4. Negative aspects of your team work experience <ul style="list-style-type: none"> • What aspects of team working were challenging for you? (for example, if relevant, the difficulties of communicating across different time zones and maybe even cultures) • Highlight the aspects of this experience that you least enjoyed. 	<p>This is not addressed</p> <p>0 marks</p>	<p>Heading is addressed with relevant material.</p> <p>5 marks</p>	<p>Both questions are addressed.</p> <p>10 marks</p>	<p>Both questions are addressed in a way that shows clear analytic thought.</p> <p>15 marks</p>

5. Effects of team work on the quality of your work <ul style="list-style-type: none"> • Did you find that the members of the team contributed well? • Were there problems within the team that may have affected the quality of the work that was submitted by the team? What was the effect ? 	<p>This is not addressed</p> <p>0 marks</p>	<p>Heading is addressed with relevant material.</p> <p>5 marks</p>	<p>All questions are addressed (including the effect of teamwork, not just the situation that had the effect).</p> <p>10 marks</p>	<p>Perceptively addresses all questions.</p> <p>15 marks</p>
6. Tools you and your team used <ul style="list-style-type: none"> • What tools did your team use to help you with your work? • What tools do you think you should have used but didn't? How would they have helped? 	<p>This is not addressed</p> <p>0 marks</p>	<p>Heading is addressed with relevant material.</p> <p>5 marks</p>	<p>Questions are answered, but the list of tools is clearly incomplete, or there isn't enough evaluation.</p> <p>10 marks</p>	<p>Questions are answered, but the list of tools is clearly incomplete, or there isn't enough evaluation.</p> <p>15 marks</p>
7. Report is a readable PDF	<p>No report, report is not a PDF or report is not readable.</p> <p>0 marks</p>		<p>Report is a readable, complete pdf.</p> <p>5 marks</p>	
8. Essay is c. 1500 words long	<p>Submission is <1200 or >1800 words long</p> <p>0 marks</p>		<p>Submission is 1200-1350 or 1650-1800 words</p> <p>3 marks</p>	<p>Submission is 1350-1650 words</p> <p>5 marks</p>