EMA

EMA

Contents

EMA Overview

Submission deadlines

Please note that your EMA will be submitted in two parts.

- Part 1 (the work plan) must be submitted to arrive no later than **12 noon (UK local time)** on **26 April 2018**.
- Part 2 (the project) must be submitted to arrive no later than **12 noon (UK local time)** on **5 June 2018**.

The submission cut-off dates for the two parts of the EMA are absolute. Neither the module team nor your tutor are able to grant a request for an extension to the deadlines given above. If you are likely to be away near the cut-off date then your only recourse is to submit your EMA early. If you do not submit by the stated deadline then your work will not count for assessment purposes and as a consequence you will not be able to pass the module.

Should you find yourself unable to submit the EMA by the specified deadline you may be able to defer or postpone your EMA submission. Please seek advice from your Student Support Team. Further details relating to non-submission are provided in the Assessment Handbook.

Please make careful note of the following: for the purposes of section 4.6 of the Assessment Handbook (Resits and resubmissions) the two parts of the EMA constitute separate tasks and both must be attempted in order to be eligible for a resit/resubmission.

Introduction

The project that you will submit towards the end of TT284 takes the place of an examination and so is referred to as the ‘examinable component’ or the ‘end of module assessment’ (or ‘EMA’). You submit your EMA work via the eTMA system.

Although you will be using the eTMA system, this is not a TMA; it is equivalent to an exam, hence your marks will not be returned to you via the eTMA system. Your EMA will be marked in the same way as an exam and you will be informed of your results as outlined in the Assessment Handbook.

Aims

The aim of the EMA is for you to demonstrate what you have learned about recent developments in the use of web technologies and the creation of web applications, and describe how they might be applied to a specific business scenario. It is an academic exercise in that you are expected to justify your choices and, where appropriate, to contrast them with alternatives.

Learning outcomes

On achieving a pass grade for the EMA you will have demonstrated that you can:

- Communicate information, arguments and ideas effectively, using the styles and language appropriate to your subject, purpose, and audience
- Find, critically evaluate and use information and data accurately in a range of contexts
- Select, and use accurately, established techniques of analysis and enquiry outside the examples in which they were first studied, and be aware of their limitations
- Demonstrate knowledge and critical understanding of the principles, concepts and techniques associated with web technologies
- Plan, monitor, and evaluate your studies as an independent learner.

Plagiarism and collusion

The EMA should be regarded as the equivalent of an examination and all the rules you might expect of an examination environment apply. In particular, the work that you submit must be your own work and not undertaken in collaboration with anyone else, be they an OU student or not.

Neither may you use, or reword, extracts taken from other websites, textbooks, manufacturers' data sheets and the like, without acknowledging them as quotations and citing the source of the quotation. Uncited extracts may be viewed as plagiarism even though that wasn't the intent.

The University employs special tools to detect attempts at plagiarism and collusion in all EMA reports and submitted files, and may require students to explain any inconsistencies in their work. The penalties for plagiarism, or collusion, range from loss of marks for part of the EMA to failure of the module. In extreme cases you may be required to attend a disciplinary hearing.

So please be careful when preparing your EMA. Make sure you copy the URIs of useful documents so you can reference them properly and earn marks by demonstrating that you know how to cite and reference third-party materials. By all means share ideas with other students, but write your own report and create your own files.

If you require clarification on the rules review Appendix 1 of the Assessment Handbook, contact your tutor, or post a message to the TT284 EMA forum.

General guidelines

Scope

The project is wide ranging, but has been designed so that all students should be able to make good progress towards the overall goals.

You will be examined on your project submission, and not on the sophistication of the solution that you have developed. So avoid the temptation to tweak your solution towards perfection, especially if this leaves you short of time to address all of the various questions posed. It is more likely You will gain better marks if you attempt all parts of the EMA, even if some are incomplete, than if you complete a few parts well.

Commitment

Commitment can be considered in terms of time and attitude. The project is nominally equivalent to 6 weeks (60 hours) of self-directed study, but because of the stop-start nature of the work it may be difficult to measure how much time you are actually devoting to the project. People also work at different rates, and some students need longer to get up to speed than others. **Do not underestimate the time that you will need to complete all the activities**; it will almost certainly take longer than you think it is going to!

The question of attitude is also extremely important. There are ups and downs in all project work, and you will inevitably discover some dead ends. These can be very demoralising unless you cope with them constructively. Try to have an open mind, so that if one approach is not working you can try another. If you suspect you are on the wrong track, make sure you contact your tutor or post to the forums without delay.

Managing your project

I strongly recommend that you keep a project diary or notebook during your work on the project. Keep a record of what you have done, when you did it, the results of any tests, and what you have learned. You will find this record invaluable when you come to reflect on your work plan. Use your diary to check your progress against the project activities you identified and if necessary add new ones or sub-divide existing ones.

You will no doubt be trying out various designs and tests, so use your local SVN repository to capture the different branches and tag the different configurations. Don’t forget to back up your repository at regular intervals.

Beware of spending excessive amounts of time at your computer. This is often the result of starting to develop a solution with only the vaguest idea of what it should look like, or even how it will work. A far better approach is to **plan your solution** on paper first and only turn to the computer when you have a good idea of what the design will be.

Your support system

By the time you reach the project you should be quite familiar with the concepts and techniques covered by the module. Your project is an opportunity to apply these concepts to a practical problem.

You will inevitably need to refer back to the materials in the earlier blocks of TT284 in order to remind yourself of the details. Your project is largely in your own hands. The University's obligation is twofold:

- to give you the best possible support
- to see that your work is properly assessed.

Your tutor and the various support forums will be your immediate point of contact for all TT284-related problems.

The Open University encourages students to set up informal meetings among themselves to discuss their studies. The forums are an ideal place to do this, and you should take the opportunity to talk to other students who are doing the TT284 EMA. You should bear in mind, however, that in TT284 the EMA replaces a conventional examination. Your EMA is therefore expected to be entirely your own work. It is up to you to ensure that any help you give to fellow students, or receive from them, is of an entirely general nature.

Use of references

Should you decide to cite other works (not only external sources, but also module texts and diagrams) from which you have quoted results, taken tables or reproduced figures, you must clearly indicate this in your report.

Diagrams should include a citation in the caption. Text should be enclosed within single or double quotation marks and given a citation. All citations should be expanded in a table of references at the end of the report.

The purpose of the table of references is to make those works easily identifiable if the reader wishes to look anything up. You must acknowledge all your sources of information, whether publications or people. You will be penalised if you try to claim as your own work something that is not.

Failure to refer and cite any external material you use to produce your report will result in a penalty being applied.

For further details on referencing go to OU Harvard referencing:
http://www.open.ac.uk/libraryservices/documents/Harvard_citation_hlp.pdf

Part 1: Planning 5 marks

Introduction

Planning for a project is an important skill, so the TT284 EMA includes an element to encourage you to think about the work you have to complete, how long the work could take, and what events might slow down your progress.

Many students encountering a project activity for the first time have commented that they failed to manage their efforts very well. When asked what went wrong they reported that they:

- underestimated the amount of work to be completed
- underestimated the amount of time required
- didn’t start thinking about the project early enough
- didn’t spend sufficient time planning the work
- didn’t allow time for unforeseen events
- missed important requirements in the rush to submit.

Our experience from other modules indicates that students who prepare for their project work perform much better than those who don't. Students have also reported how planning helps to reduce their stress and anxiety. If things started to go badly they could refer back to their plan to see what work remained and reschedule their activities.

The planning element has been included in the EMA to encourage you to start your preparations early; to understand the requirements, schedule the activities, assess the risks and difficulties and think about a mitigation strategy. Please note that your EMA plan is not a project plan for a client (as described in Block 4); **it is about the work you will undertake and the risks you might face in completing this EMA**.

Given the importance we attach to planning your work, one week of study has been set aside for you to complete the work plan. We have allocated 5% of the EMA marks for the work plan, and the the risk assessment.

The work plan should be split into two sections. The first section should contain a schedule of activities and the second a risk assessment and a mitigation strategy.

Question 1 The work plan

Q1A Preparing the activity schedule

The real goal of this part of the work plan is to encourage you to think about how much work is involved in undertaking a project that runs over several weeks and to plan the work so that you complete the EMA on time.

Your task is to identify the activities you will undertake together with your best estimate of the time each activity will take to be completed. Ideas for the activities to include can be found in Block 4, but do not feel restricted by the module content; you can draw your ideas from your own experience.

Your activity schedule is not expected to be exact, so don't spend too much time producing fancy Gantt charts and the like. A simple table of activities and an estimation of the dates or durations will suffice.

Creating a work breakdown structure diagram can be a helpful starting point to pick out the main activities (similar to project phases). Each main activity can then be divided into a hierarchy of work packages until you reach a package size where you feel you can estimate the work and hence schedule its completion. To find that detail you should read carefully through all the requirements of the EMA.

Marks will be awarded for any genuine attempt at preparing a schedule of activities that reflects the work to be undertaken. No assumptions have been made as to what constitutes a 'correct' set of activities or how long each activity will take. To reinforce this point the planning activity is to encourage you to think about and plan your work.

Please do not submit a file created by a specialist project planning tool, such as Microsoft Project, as markers will not have the tools to read it. If you do use such a tool, take a screenshot and then paste it into a Word document before submitting it. Do not embed files in your Word document.

Q1B Preparing the risk assessment

As you will have appreciated from Block 4, Part 2, all project activities are subject to risks. The requirements change, equipment fails, and people become ill. So what are the possible risks that could delay your completion of the EMA?

- Do you understand the requirements of the EMA to enable you to meet your schedule dates?
- Will you need to do some further research, or revision, before you can get going?
- Are you likely to move house or change job?
- Are you studying other modules with overlapping submission dates?
- Be careful when choosing your risks. For example, a planned holiday would not normally be considered a risk because the dates and consequences are well known in advance and should be reflected in your schedule. Similarly, an assignment for another module is not a risk, however, an unforeseen delay completing the assignment would be.

Once you have identified the risks, you need to assess the '**likelihood'** and '**impact'** they could have on your work, using a scale of 1 – 5 where 1 is low and 5 is high. You must also provide a strategy for mitigation for each identified risk.

You should present your findings in tabular form as illustrated by the example below.

Example 1

Event	Likelihood	Impact	Mitigation

Marks will be awarded to any genuine attempt at a risk assessment that reflects the work to be undertaken. No assumptions have been made as to what constitutes a 'correct' set of risks or what their likelihood and impact will be. The aim is to encourage you to think ahead and plan around knowable and unforeseen events that could prevent completion of your EMA. We are not looking for elaborate schemes, just simple ideas to demonstrate that you have thought about the potential problems and have some ideas for resolving them.

There is no word limit set for the work plan as it is envisaged that it will comprise a simple table of activities and deadlines, together with a table of risks and mitigation strategies.

Part 1 of your EMA comprises a document including your work plan (schedule of activities and tasks), risk assessment and mitigation. This should be submitted as a single DOC or DOCX file. Please name the file using your own OUCU '**OUCU_TT284_EMA_part1.doc**' or '**OUCU_TT284_EMA_part1.docx**'.

Your document must be received by 12 noon (UK local time) on 26 April 2018

This is Part 1 of your EMA and should be submitted as TMA 31 – EMA.

Part 2: The Project 95 marks

For the EMA you are only being asked to develop parts of this specification for the walking club as set out in the individual questions. Do not do more than this. This specification provides the context and background to the questions that follow. For most of the coding

questions we are expecting you to re-use code from the module practical activities in your answer wherever this is appropriate but you can also develop your files from scratch if you prefer.

The business scenario and specification for the OU Walking Club

A group of past and present OU students have decided to develop a new OU walking club where students can meet and chat as they walk or at a social event.

A new website will be used to organise all aspects of this club. This website should have a consistent style for all pages and should be usable on a desktop, laptop or mobile phone.

Any member of the club can volunteer to lead a walk, and will suggest a date, a start time, the route that they will follow – and should use a form to submit this walk proposal to the website.

In the week following the walk, the walk leader, or another member, should submit a short report using another form on the website, perhaps with images, to say how well attended it was and anything of interest encountered during the walk.

The club organisers are looking for help with designing and developing the OU walking club website, plus some practical advice about version control, testing of the application, and ensuring that it is a responsive design that can be used on mobile devices.

The club organisers have also identified other aspects, outlined below, that will be essential to administer the club website.

Database of **club members**.

Potential new members will submit a request for membership via a web form. The minimum information necessary to register a new member is the member's full name, their email address and their decision regarding consent to receive automated emails.

Any member of the club organisers group can sign in using their credentials (username and password) and can perform the following actions:

- Review and approve or reject any new member's request to join the club.
- Edit the members details
- Mark a member as no longer being an active member.

Walk events

The calendar of walking events is continually updated throughout the year; hence a facility is required to add a new walk by providing:

- Name of the walk
- Date
- Start time
- Leader
- Meeting point. Using latitude and longitude

- Distance for the walk in miles
- Route description
- Notes
- Status (proposed, approved, rejected)

For example the display of the walk details on the OU walk club web page could look like:

- **Walk**: Grade A Walk
- **Date**: Saturday 26 February 2018
- **Time**: 10:30am
- **Leader**: Peter T
- **Meeting point**: Watcombe CP, LatLng(50.50641, -3.5156)
- **Distance**: 9miles
- **Route :** Watcombe to Shaldon
- **Notes**: Steep hills
- **Status**: Approved

Experience has shown that errors can be made so it must be possible to change the details of a walking event after it has been created.

Other events

The OU Walking Club tries to encourage greater interaction between members through a series of social events. These events are publicised to everyone via the club website, but will be added via the admin application. The application should be able to create new events by providing the title, date, and location.

Membership

A means to add new individuals to the current membership is required. Although self-registration is possible the admin team has decided that this could be open to abuse by ‘spammers’, so new members must be registered manually by the admin team. The minimum information necessary to register a new member is the member’s full name, email address and their decision regarding consent to receive automated emails.

Members of the OU walking Club are responsible for updating their own information via the client website. However, some members have been slow to make the changes. The admin team has agreed that any member who has not engaged with the club (taken part in a walk or updated their membership) for more than 24 months should be removed from the active members list.

News items

The admin team recognises that if the club’s website is to remain a valuable resource to members it must keep members informed of other walking related events. News items are intended to be quite short, a maximum of 300 words, and when added will include the dates for first and last showing of the item. When a news item is added to the database

the record must include the ID of the user posting the item, which can be derived from the log-on credentials.

Mailings

The admin team has decided they would like the option to send announcements as emails to the entire membership, but only to those members who have given their prior consent. The messages will be plain text with the option of a single file attachment. The application should provide the facility to create the message, select an attachment, and specify the date the message should be sent.

Authorisation

The application must be protected to ensure that only members of the admin team, or other designated club members, can access the application.

The club organisers have already decided on the structure of this database. They have provided you with a PHP script to create this SQLite database, populated with some data. You are asked to use this database and not alter its structure. You will need to study this script, or the database itself in order to discover its structure. You can access these from your EMA resources folder.

The club organisers think that the best option for hosting the OU walking club website would be low cost shared hosting on a commercial server. It would run on an Apache server and would have a TLS certificate.

The EMA questions

This section provides details of the various tasks that you should complete as part of your project.Your answers to all the written questions should be submitted in a single report. You report should be properly structured with a title, page, headings, tables and figures captions, references and citations. All external material should be properly referenced and cited in text; failure to do so will result in a penalty. Please include the word count at the end of each task.Note carefully the dependency of questions 2 and 3.

Note that in order to answer question 6, it is essential to set up a version control system to use for the EMA right at that start, and to continue to use this as you develop your EMA. It is not something that can be added on later as you will be asked to provide two different screenshots taken at different stages of your work. You can use Tortoise SVN or another tool with which you are familiar.If you encounter issues with the development of the practical questions and you have not been able to produce a fully working solution then you should, submit what you have done and explain in plain English what you did, what problems/errors you have encountered and what further you would like to have done to fully develop your answers and how.

Question 1 The wireframe

Part A

Your task is to create a wireframe model of your proposed solution for the administration application. The wireframe should demonstrate how the different parts of the application are organised, how navigation functions, what information is displayed on each page, and so on. Pages returned by a server in response to user input should not be included.

Using Pencil, HTML or any other tool with which you are familiar develop these wireframe designs and paste these as images into your EMA project document. All images should be properly captioned so the markers knows what is the screenshot showing. Failure to do so will lose you marks.

It is essential to keep in mind that a wireframe illustrates successful capture of an application's requirements by means of content and architecture. It is not about implementation, so should not include any JavaScript or coloured images. The file emaWireframeResources.zip contains simple place-holder images (bars, squares and rectangles) and a file of 'Latin' text that you can use to illustrate how content will be displayed on a page. Set the image width and height attributes to the size required.

You may find the following pointers useful:

- Consider the application from a user's perspective to see how information might be organised or functionality grouped.
- Consider how users will navigate around the application.
- Think about the screen layout and the use of 'white-space' to separate content.
- Read the requirements carefully to ensure the admin team has not omitted important functionality (e.g. it should be possible to edit or update an item after it has been added)

Part B

Provide an explanation of the role of the wireframe and how your wireframe solution fulfils the requirements outlined by the club organisers (Hint: imagine that you have to attend a meeting with the client and walk them through your solution – it is not simply an explanation of what you have done, think about the organisation of the pages, authorisation requirements... etc.) You have a maximum of 400 words.

Question 2 Responsive design

Create a folder named 'OUCU_q2'. (where OUCOU is your own OUCU), in this folder create an HTML5 page that will display a form that will allow any club member to submit a proposal for a walk. The page must be **consistent with the wireframe model** you have created. The page must, of course, illustrate an actual realisation of the corresponding wireframe component and not simply be a repetition of a part of the wireframe itself. and use CSS3 to style the page in a way that makes it suitable for all members of the club.

- The form should work and submit the data to the TT284 reflector.
- The form should include a hidden field to track the current user. The field should be named 'sessionID' and should contain the value 'ABCDEF012345'.
- The page should use a CSS3 style sheet and include the use of an appropriate media query.

- The page should be easy to use with a 400 pixel wide screen, and with a large desktop screen.
- The form should use HTML5 for validation of input data

Validate the page to HTML5 and CSS3 and correct any errors and warnings that you find.

Copy and paste your validation reports into your EMA document.

Copy and paste the link to your solution for this question in your EMA document.

You must zip this folder as OUCU_q2.zip and include it in a zipped file as part of your EMA submission

Question 3 Form and PHP to submit and query a walk

In Q3 you are not being asked to implement authentication, or authorisation. In a real application all users would need to sign in with their username and password, but for this EMA question we are developing the code that would run after the user has signed in. Although these screens are intended for different categories of user for the purposes of this EMA the screens may be used anonymously.

All data should be saved to the database using prepared statements, and all data extracted from the database should use htmlspecialchars.

Use validation on the server for all values submitted.

All your files for Q3 should be uploaded to your EMA folder on the TT284 server.

You must zip this folder as OUCU_q3.zip and include it in a zipped file as part of your EMA submission.

Part 3A

Create a folder called ‘OUCU_q3’, then create a PHP script that will allow any club member to submit a proposal for a walk, and to store that data in the database table as a proposed walk. The HTML should be based on the form you developed for Q2.

Copy and paste the link to your solution for this question in your EMA document.

Part 3B

Create a PHP script that will query the database for all walks over a number of days forwards or backwards starting from the present, such as -7, -2, 2, 7. These numbers should be entered by the user. For example if a user wants to display all the walks in the coming 7 days they will enter 7, if they want to display all the walks that happened in the past couple of days they enter -2.

Use validation on the server for all values submitted.

Information about each of these walks should then be presented back to the user, and display the full details as a web page.

The style of the browser display should be the same as the HTML pages you created for Q2.

Copy and paste the link to your solution for this question in your EMA document.

Question 4 Authentication and authorisation

You should write a report for the OU walking club organisers explaining what is needed in terms of authentication and authorisation for the club website. You have a maximum of 300 words.

Question 5 Acceptance testing

The admin team will need to undertake the final acceptance tests before signing-off on the website, so they have asked for some examples of what is required. Your task is to prepare the acceptance tests to verify the functionality of those parts of the site that add a new walk and edit an existing walk event.

The plan should take the form of a set of scripted actions, as described in Block 4, and provide details of the setup requirements, the instructions to the user, and the expected outcomes of each action. The test plan should be presented in a tabular form and include instructions covering both good data leading to correct outcome as well as bad data leading to incorrect outcome. No word limit has been set for this question.

Question 6 Versioning

Part 6A

You should write a report for the club organisers explaining the purpose and value of version control for their club development and recommending how version control should be used. You have a maximum of 400 words.

Part 6B

Create a local SVN repository and use it as you develop your solution.

As evidence of your use of version control for your EMA files you should provide:

- a snapshot of the repository browser window to show the internal structure of the project's folder taken about half way through your EMA development and again towards the end of your EMA development(see Figure 23 of Block 4, Part 4).

OR

- two different snapshots of the Log Messages window to show content changes over time, taken about half way through your EMA development, and again towards the end of your EMA development. (see Figure 39 of Block 4, Part 4)

Please ensure your evidence is self-explanatory by providing captions to images. Failure to clearly identify what the 'evidence' shows will lose you marks.

Question 7 Work plan reflection

Write a report that assesses the effectiveness of your planning for the EMA. You have a maximum of 500 words.

- Explain which aspects of your planning were the most useful and which the least useful. Did you identify an appropriate set of tasks? Did the tasks you identified take more or less time than expected? Was the risk assessment useful?
- Did the planning help with completing the EMA?
- How would you approach the planning of another EMA or similar amount of work in the future? What are the lessons learnt?

What to submit for Part 2 of the EMA

Please read the following notes about the format of the documents and files you should submit for Part 2 of the EMA. Failure to do so may make it impossible for the marker to grade your project. So be smart, help your marker to help you. Getting all your work practical together to meet a submission deadline can be stressful, but these guidelines are essential to permit grading and evaluation of your work. If you have any queries or questions then please contact your tutor or post a message in the EMA forums.

All files needed for Part 2 are described in Table 1

Table 1: What to submit for part 2

Question	Summary	What to submit
Q1A	The wireframe (screenshots with clear captions)	Included in your word document as images
Q1B	Report wireframes and how they meet the club's requirements	Included in your word document
Q2	Responsive HTML form	Included in a Zip archive containing your files for Q2 and screenshots in the word document
Q3A	Form and PHP to submit a walk	Included in a Zip archive containing all your files for Q3
Q3B	Form and PHP to query a walk	Included in a Zip archive containing your files for Q3
Q4	Report on authentication and authorisation for the club website	Included in your word document
Q5	Report on how to test a new club website	Included in your word document
Q6A	Report on the use of version control for the new club website	Included in your word document
Q6B	Evidence of use of version control (with clear captions)	Included in your word document as images
Q7	Reflection on the work plan	Included in your word document

All folders and files that you create for the EMA practical questions should be inside your SVN repository. All the code files that you have created should be uploaded to the server and should also be zipped together and submitted as part of your EMA submission. You should not alter the files on the server once you submit your EMA. Doing so will lose you marks.

All your written answers to the EMA questions should be submitted as a single document. Please name the file using your own OUCU 'OUCU_TT284_EMA_part2.doc' or 'OUCU_TT284_EMA_part2.docx'.

You final EMA Part 2 submission folder should contain 2 ZIP archives (one with your answers to Q2 named **OUCU_q2.zip** and one with your answers to Q3 named **OUCU_q3.zip**) and your report including answers to the writing questions (Q1.a, Q1.b, Q4, Q5, Q6.a, Q6.b, Q7) named 'OUCU_TT284_EMA_part2.doc' or 'OUCU_TT284_EMA_part2.docx'. Validation screenshots for Q2 and the links to your solutions for Q2 and Q3 should also be included in your report.

Your submission must be received by 12 noon (UK local time) on 5 June 2018.

This is Part 2 of your EMA and should be submitted as TMA 30 – EMA

Marking scheme

The marks awarded for each element of the EMA are detailed in Table 2.

Table 2. EMA marking scheme

Question	Summary	Mark
Part 1: Q1	Submitted work plan and risk assessment	5
Part 2: Q1A	Wireframes	15
Part 2: Q1B	Report wireframes and how they meet the club's requirements	10
Part 2: Q2	Responsive HTML form	10
Part 2: Q3A	Form and PHP to submit a walk	10
Part 2: Q3B	Form and PHP to query a walk	5
Part 2: Q4	Report on authentication and authorisation for the club website	10
Part 2: Q5	Report on acceptance testing of the new club website	10
Part 2: Q6A	Report on the use of version control for the new club website	5
Part 2: Q6B	Evidence of use of version control	5
Part 2: Q7	Reflection on the work plan	5
Part 2 Report quality	Structure, style, grammar, spelling and referencing	10

Resources on how to write reports

Essay and report writing:
http://www.open.edu/openlearn/education/essay-and-report-writing-skills/content-section-0
Guide to plain English:
http://www.open.edu/openlearn/education/essay-and-report-writing-skills/content-section-1
OU study skills: http://www.open.ac.uk/skillsforstudy/
OU Harvard referencing: http://library.open.ac.uk/documents/Harvard_citation_hlp.doc
Library Help and Support: http://www.open.ac.uk/library/help-and-support

- Getting started with the online library
- Finding resources for your assignment
- Referencing and plagiarism

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