MSc Project Assessment Information

Unit Catalogue [link]

Handbook: [link]

Blackboard [link]

Individual Projects

Projects are assessed in September by a report, and with a supporting viva/demonstration. You will submit your report as a pdf (50 page maximum for main body of text) using this template: [link]. We provide an outline below of some possible sections to include in your report, however, every project is different, and you should discuss with your academic supervisor how best to structure your work.

Individual Report (100%)

Providing details of the project motivation, design, implementation, and evaluation. Your report will require the following sections:

- A statement of the **aims and objectives** of the project.
- A description of the **background and context** of the project and its relation to work already done in the area. Note that while you are free to re-use work from your project proposal here, it would normally be appropriate to tailor your earlier work to better support the final contributions of the project. Typically, you will include new related work, which was found to be important, while excluding previously studied work which has become irrelevant, and modifying your earlier write-up with more or less detail, as required.
- A description of the **work** carried out. This should include details of technical or scientific problems tackled, solutions proposed, and the design and development of software.
- A description and **analysis** of results obtained.
- A critical **evaluation** of the work. This is an analysis of the extent to which the project has achieved its objectives, and whether the choices that were made were, with hindsight, the best ones.
- Suggestions on possible improvements and/or **further work**.
- Conclusion

Group Projects

Group projects are assessed in September by a group report, individual reports and with a marked viva/demonstration. All team members are expected to engage fully with the project and a graded engagement assessment will reflect this. We provide an outline below of some possible sections to include in your report, however, every project is different, and you should discuss with your academic supervisor how best to structure your work. As a guide the project assessment could be broken down as follows:

Group Report (50%)

Providing details of the project motivation, design, implementation and evaluation. You will submit your report as a pdf (50 page maximum for main body of text) using this template [link] to Blackboard along with a downloaded zip snapshot of your repository at the time of submission (separate submission point). Your report will require the following sections:

- **Introduction**
  - A statement of the problem that your project addresses including motivation, aims, objectives and challenges of the project, description of the client and the brief, how you refined and improved the original brief, and your interaction with the client to achieve this.
- **Background**
  - A description of the background and context of the project and its relation to work already done in the area. What existing solutions are there?
  - Discussion of technical solutions or frameworks present in work/solutions already in the market/published.
  - Discussion of any related academic work related to the problem area.
  - Discussion of available tools/methodologies for implementing solution to brief and their integrability
- **Design and Implementation**
  - A description of the methodology used to develop software as a team, organise and delegate work, track progress and ensure delivery (e.g. Agile).
  - A description of the work carried out. This should include details of technical or scientific problems tackled, solutions proposed, and the design and development of software. For example, you might provide a description of user stories in each sprint, features delivered at each sprint and how backlog was refined at each stage. We want to see evidence of clear stages of development and prototyping (including wireframes etc) with discussion of the design decisions made at each step. For example, you might include minutes from sprint planning meetings and iterative client feedback at each stage to demonstrate how your project evolved.
  - Evidence of source control. Use links to your github repo (merge/branch/commits) along with code snippets within your report to highlight important parts inline with the body of your text. A well documented repository is expected and required to be submitted.
- **Evaluation and Testing**
  - A description and analysis of results obtained.
  - Details of Tests developed and results which demonstrate robust implementation
  - Details of User Evaluation, if appropriate, to demonstrate how objectives are met.
- **Conclusion**

- A critical evaluation of the work. This is an analysis of the extent to which the project has achieved its objectives, and whether the choices that were made were, with hindsight, the best ones.
- Suggestions on possible improvements and/or further work.
- Contribution Statement. Indicating how the team collectively believe work and effort has been split through the assessment. Please include here details of anyone who contributed but then moved to the delayed project (resit) and their contribution to this point.

Individual Report (30%)

This is a 10-page document submitted as a pdf on Blackboard providing descriptions of and reflections on the student's own contribution to the project and their personal view of the project, its outcomes and future work. This is a reflection on your engagement in the project and requires the following sections:

- Demonstrate that your project meets a real need in a wider context.
  - In your own words, contextualise the project and why it is important and impact on the wider world. Who is this project useful to?
- Ability to apply practical skills
  - Pick out a feature or element you coded (and are most proud of) and describe in greater detail than the group report.
- Demonstrate innovation and/or creativity
  - Describe an element of the design process that you undertook that highlights an innovative or creative approach (for instance did you use some wireframing software? develop a new questionnaire, engage with the user group in a creative way?)
- Synthesis of information ideas and practices
- Provide a quality solution with an evaluation of that solution
  - Make a case for the high quality of the feature you described above including evaluation, links to academic related work, design methodology etc.
- Ability to self-manage a significant piece of work
  - What project management techniques did you use as an individual?
  - How did you plan your time?
  - Manage workload?
  - Plan your own tasks?
  - How did you work within the context of the group?
- Critical self-evaluation of process.
  - What would you as an individual liked to have done differently if you did the project again?

Final group presentation (10%)

This will be showcase and demonstrate the outcomes of the project and involving contributions from all team members. Presented on Teams, after project submission to both markers (supervisor and second marker). Format: 10mins Presentation, 10-15mins Q&A

- Clear story and structure.
- Good use of slides (professional design) and visual material and media
- Time management (sticking to the 10min maximum, going under not penalised)
- All members are required to present. Slick and practiced presentation and switching between members
- Q&A. Ability of field questions.
- Entertainment and engagement

Individual Engagement Assessment (10%)

Based on a student's contribution to regular team update presentations to the academic supervisor.

- Engagement in group meetings. Your supervisor will be asked to log attendance at the meetings.
- Engagement in Group Software Repository
- Present for presentation.

Delayed Projects

If your project start is delayed by resits, then you will be required to develop an individual feature of your group project independently between the 25th August to the 25th November. At this point you will no longer be working with your external industry partner. Your academic supervisor will help you identify a feature to develop. You will be required to deliver an individual project report on the 25th November with a supporting viva/demonstration within two weeks from that date. The report will need to contain the following information:

Individual (Delayed Project) Report (100%)

- Providing details of the project motivation, design, implementation and evaluation. You will submit your report as a pdf (50 page maximum for main body of text) using this template [link] to Blackboard along with a downloaded zip snapshot of your repository at the time of submission (separate submission point).
- We expect large sections of your submission (Repository and Report) will have been submitted previously by the group of which you were a part (see Individual Contribution Section below).

    - You will need to reference and make clear exactly what your additional contribution has been and what you have paraphrased. Your report will require the following sections:
- **Introduction**
    - A statement of the problem that your project addresses including motivation, aims, objectives and challenges of the project, description of the client and the brief, how you refined and improved the original brief, and your interaction with the client to achieve this.
- **Background**
    - A description of the background and context of the project and its relation to work already done in the area. What existing solutions are there?
    - Discussion of technical solutions or frameworks present in work/solutions already in the market/published.
    - Discussion of any related academic work related to the problem area.
    - Discussion of available tools/methodologies for implementing solution to brief and their integrability
- **Design and Implementation**
    - A description of the methodology used to develop software as a team, organise and delegate work, track progress and ensure delivery (e.g. Agile).
    - A description of the work carried out. This should include details of technical or scientific problems tackled, solutions proposed, and the design and development of software. For example, you might provide a description of user stories in each sprint, features delivered at each sprint and how backlog was refined at each stage. We want to see evidence of clear stages of development and prototyping (including wireframes etc) with discussion of the design decisions made at each step. For example, you might include minutes from sprint planning meetings and iterative client feedback at each stage to demonstrate how your project evolved.
    - Evidence of source control. Use links to your github repo (merge/branch/commits) along with code snippets within your report to highlight important parts inline with the body of your text. A well documented repository is expected and required to be submitted.
- **Evaluation and Testing**
    - A description and analysis of results obtained.
    - Details of Tests developed and results which demonstrate robust implementation
    - Details of User Evaluation, if appropriate, to demonstrate how objectives are met.
- **Conclusion**
    - A critical evaluation of the work. This is an analysis of the extent to which the project has achieved its objectives, and whether the choices that were made were, with hindsight, the best ones.
    - Suggestions on possible improvements and/or further work.

- **Individual Contribution**
  - Clearly state what you did in the first six weeks of the project leading up to the resits.
  - Make it clear what was developed after this point.
  - Make it clear which elements of the code or report were developed as a group and which elements you developed yourself. Note that it's ok to use resources such as the user stories you developed as a group if this is made very clear it was done as group work.

Marking Scheme:

All individual and group projects are strictly marked against the same scheme and students should make sure they are familiar with the mark scheme. Please make sure you review this document before submitting your individual or group project report. The standard university marking scheme as detailed in the programme handbook which in summary covers the following four areas:

Challenge and Achievement:

- The brief, key deliverables and main challenges
- How did the needs of the client change and how were these adapted to
- What was the client feedback throughout the project and how was the project eventually used?
- To what extent were project decisions made by the group or by the client? - edges of these areas needs to be clearly defined
- Must show suitable evidence of volume of work carried out and it's consequences for the project.
- Demonstrate all new areas of research and decisions made surrounding these (such as time spent researching, decisions made due to the research)

Technical Approach:

- Demonstrate understanding, implementation and integration of chosen methodologies, technologies
- Demonstrate quality, thought through design choices with appropriate consideration to the client and any identified end users
- Evidence of systematic approach to solving the problem through group efforts
- Evaluation of end result compared against state of the art

Critical Interpretation: Evaluation & Understanding:

- Quality and extent of critical and/or comparative analysis and evaluation
- Use of appropriate metrics and techniques
- Appropriate balance of qualitative,
- Quantitative and analytic considerations
- Level of understanding and interpretation of the project findings

- Appreciation of limitations, flaws and drawbacks
- Grasp of relevance and implications

Report Presentation: Organisation & Communication

- Quality of writing, grammar and spelling
- Clarity of report structure and formatting
- Use of diagrams, figures, and tables
- Extent and relevance of literature review
- Citation of appropriate prior work
- Performance in viva/meeting/presentation
- Clear linking to github repo throughout