IST College UH

CSA3 - ITA3
L6 CS/IT Project

6FTC1032 Computer Science Project
6FTC1031 Software Engineering Project
6FTC1024 Networks Project
6FTC1030 Artificial Intelligence Project
6FTC1029 Information Technology Project
6FTC1028 Web-based Systems Project
6FTC1027 Entertainment Systems Project
6FTC1025 Business Systems Project

Based on notes from Computer Science Project - UH core team (James Malcolm, Steve Hunt, Colin Egan).

Minor Modifications to allow for IST cases:

Project Administration

Project home page: http://homepages.ist.edu.gr/~L6project/

CS Project email: csproject@cs.ist.edu.gr
IT Project email: itproject@cs.ist.edu.gr

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Project Learning Outcomes - Understanding

Successful students will typically:

• understand a coherent set of Computer Science principles and techniques appropriate to the solution of a selected practical problem
• appreciate when and how Computer Science principles and techniques should be applied
• understand a coherent set of principles and techniques appropriate to the solution of a practical problem that involves the development, application, deployment, and management of Information Technology
• appreciate when and how to apply those principles and techniques to the solution of Information Technology problems
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**Project Aims**

To enable students to . . .

- *increase* the depth of their knowledge and understanding
- *practice* and *enhance* the skills they have gained through participation in an academic study programme
- *apply* their knowledge and skills to a specialized task in an unfamiliar context
- *design* a programme of independent practical work,
- *manage* it to completion, and
- *evaluate* the quality of their work against an appropriate set of criteria.

**Project Learning Outcomes – Skills and Attributes**

Successful students will typically be able to . . .

- *select and resolve* a substantial practical task in which knowledge of Computer Science/Information Technology principles and techniques must be applied;
- *plan and conduct* a programme of practical work independently of close supervision;
- *select and apply* an appropriate set of criteria against which their own project work and the work of others may be evaluated;
- *document, report on, and critically evaluate*, their work in a manner appropriate to the needs of a specified readership;
- *document* the management of a practical work, and
- *follow* to the letter specific instructions and standards.

**A project is:**

- An individual piece of work
- Carried out over Semester B (11 weeks) – 300 hours of effort – 28+ hours per week
- Based on previous computer science knowledge
- Undertaking a substantial practical task
- Extending your skills and knowledge into new domains
- Supervised by an individual tutor
What is it not?

- It is not just a piece of software development
- It is not a coursework that you can leave to the last minute
- It is not writing a report based on “stuff” from books, or the web, or any other source
- It is not doing an excellent application without a good report for it

Who’s work is the project?

- It is your project:
  – you are responsible
  – you make decisions
  – your own work
- We help you to define and manage your project – nothing more – nothing less.
- It is something you’ve not done before
- Practical: has to include practical work
- About 300 hours of productive effort spread over 11 weeks (for the average student to get a 2nd upper grade)

What we expect you to do

- Find a subject for your project and Propose it, in a specific way
- Read – Study instructions on network and follow them – No excuses
- Work on your project on a regular basis – 28 hours per week minimum
- See once a week your supervisor after preparing your meeting
- Submit an IPR and a FPR
- Give a presentation and/or attend an oral
How you will be marked

- **DPS/P** 2% You cannot start project without it
  - Include ethics form if needed. You will fail the project if you need ethics approval and you do not get it (for any reason)
- **IPR** 2% Interim report
- **WPR** 6% Weekly reports
- **FPR** 90% Together with other Final Project Products to support the report - project
- **Presentation - Oral:**
  - No marks
  - Normally marked by a multiplier 0-1 that multiplies your overall marking.
  - Under some conditions may slightly improve your marking

How Goals in DPS/P affect final mark

- High initial goals =>
  - easier to get better marks
    - If you aim for 100 then 70% of 100 is 1st class
- Low initial goals =>
  - your marks will be capped
    - If you aim for 50 then 70% of 50 is fail

How your project relates to the rest of your programme?

- Unless you are aiming for a specialist award, there is no restriction on the topic area, except that the project must **clearly** lie within Computer Science or Information Technology.
- If you are seeking a specialist award your project should be in that specialist area
- Make sure that your project **complements**:
  - work you have already done
  - the other modules you are taking this year.
**BUT**

- Do not expect this year’s modules to prepare you for your project: you may have to start your project before any of the Semester B’ modules you are taking are likely to provide you with information you need.

- But don’t expect any credit for learning stuff that you should have known from level 2 study.

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**Your Supervisor**

- Guides you – Keeps you on the right track. He will not do the project. He will not correct it before the final submission.
- Your supervisor is not allowed to read large chunks of the project report and give feedback on it before the submission deadline.
- He will allocate a time slot – no more than 15 minutes per week – for you. You will meet him according to the instructions of the “Weekly Reports” assignment.
- He will only see you if you have follow the instructions of the “Weekly Reports” assignment.
- He will give you feedback. You will keep a record.
- He will not give you administrative instructions. You should ask the Module Leader if you have any queries.

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**Project Hours**

- Your effort: 300 hours in 11 term weeks, 28h/week
- Every week you will meet your supervisor for 10-15 minutes.
- Plan your meeting. Follow the instructions on the “Weekly Reports” assignment
- Inform your supervisor for your work in advance by email (cc to project email – csproject@.... or itproject@.... – whatever you are in)
- You will fill a form each time you meet with your supervisor ask him to sign it, and submit it to CS reception within 24 hours – your responsibility. Keep a copy for your FPR.
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Project Calendar - 1

- Today: Project Introduction – DPP
- Every Week (weeks 2-10, 8 WR)
  - Weekly Report
- Friday 15/2/2013
  - 16:00 DPP+Ethics Submission printout
  - 24:00 DPP email submission
- 12/3/2012
  - 16:00 IPR Submission printout
  - 24:00 IPR email submission

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Project Calendar-2

- Every Week
  - Weekly Project Report by email (sup and project)
- 14/5/2013 16:00 Final Project Products
  - Final Project Report, Manual, etc
  - Extensive code in CD not printed, unless discussed in the report
  - Electronic material on everything assessed
- Week 3/6/2013 ORAL – DEMO
  You must be there,
  Do not arrange vacation for that week

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Project Calendar-3

- We expect that:
  - A student aiming for a 1st class project will have accomplished by the time of Interim Project Report (IPR) enough to get a good 3rd class project (47-49).
  - A student aiming for a 2nd class project will have accomplished by the time of Interim Project Report enough to get a bare pass 3rd class project (40-42).
  - A student aiming for a 3rd class Project Report will have change his mind by that time.
Project Calendar-4

• Project time slot
  – We will try to allocate a time slot for general project meetings
  – The module leader will be available to see any student for questions about rules and requirements of the project. For personal problems – queries on your project you should see your supervisor

• This time slot will be part of your schedule. Project is a module like the others.

Do not plagiarize

• You must be careful to explain what parts of the work are your own. Each year some students fail to get a degree because they try to pass off someone else’s work as their own.
• The importance of re-use is well known, but you must identify what is being re-used and what is your own work.
• Be careful when you use RAD tools

Serious Adverse Circumstances (SAC)

• ‘Serious Adverse Circumstances ’ are significant circumstances beyond a student’s control that would have affected his or her ability to perform to his or her full potential if he or she were to sit or submit an assessment at the appointed time.
• If, despite such circumstances, you decide to sit or submit an assessment, the University will not normally accept a claim of serious adverse circumstances in respect of that assessment
• Ask your PT for advise if you need to apply
Resource Requirements

- What equipment / software / data / services will you need to use during the course of your project?
- Are these resources essential, important, or just useful things to have?
- Where / how do you think you will get them?
- What will you do if they are not available?
- We cannot accept a project that requires resources that are not available in the University Labs

Ethics Approval

- Usually most of the projects require Ethics Approval
- You cannot start a project until you get an Ethics Approval. Doing that is an academic offence.
- For almost all cases a certain answer pattern in a correctly filled form will get you automatically approval
- If you fail to get approval we will automatically withdraw you from the project or we will fail a submitted project
- If you delay in getting approval then we may have to withdraw you from the project if there is not enough time to cover the required student’s effort for the modules you are attending

In Summary

- Initial Proposal
  - Based on given project ideas submit your proposal
  - Detail Project Specification / Plan (DPS/P)
    - Based on the initial proposal you will be allocated a supervisor to help you produce the DPS/P – aiming for 100% not for 99%
    - Include properly filled Ethics forms as required. If you need ethics approval and you do not get it we cannot accept your project, ie: you will fail.
    - We cannot accept starting a project without ethics approval. If late then we will withdraw from the project without any refund.
In Summary - 2

- Weekly Project Reports (WR)
  - Every week email your WR to your supervisor and to project’s email
  - After the meeting submit the signed Project Attendance
  - Keep a copy for your FPR
- Interim Project Report
- Final Project report etc.

In Summary - 3

- Presentation or / and
- Oral

Miss it = FAIL

Project Selection - 1

- http://homepages.ist.edu.gr/~L6project/ the project’s home
- http://homepages.ist.edu.gr/~L6project/suggestions/index.html proposed projects to choose

Project Selection - 1 (cont.)

- Lecturers supervise a specific number of students. No less – No more
- Students choose a project from a given list. Choose up to 5.
- A student can propose his own project by submitting a proposal written to the standards of the ones proposed by the lecturers.
- Projects and Supervisors will be allocated to students with priority based on the submission of Initial Proposal (next slide)
Project Selection - 2

- A student is advised to choose more than one – up to five projects.
- All choices have equal priority – i.e. there is no any meaning of priority on your choices, all treated as equal.
- The priority for accepting – assigning project / supervisor will be:
  - First: Students present on the introductory lecture according to the protocol number of their Initial Project Proposal Form
  - Second: Students not present on the introductory meeting according to the protocol number of their Initial Project Proposal Form

Initial Proposal

- http://homepages.ist.edu.gr/~L6project
- Look on Project Proposals. Note the Awards - Themes of each proposed project.
- Choose up to 5 projects you like - Up to 5 choices.
- Fill the form "Initial Project Selection Form" that you get from http://homepages.ist.edu.gr/~L6project/ProjectSelectionForm.doc or from the office.
- Submit it to the CS office on daytime indicated on the form. Not before that time. Make sure that submission date, time and protocol number is written by the person accepting it.
- Projects and Supervisors will be allocated and the list will be posted on intranet ( H: project’s folder )

What to do after

- Prepare a draft document of what you will write for 2nd and 1st class project
- Meet with your supervisor to discuss your plans
- Write the Detailed Project Specification / Plan by completing the proposal. Aim for a project for 100% mark.
- With the help of your supervisor write the ethics approval form. Complete it and sign it. Ask your supervisor to sign it before you submit it.
- Remember: Aim for 100%. If you get 70% then 70% of 100 is 70. If you aim for 50 then 70% of 50 is 35% i.e. fail
- Keep working. Weeks are passing. You have only 11 weeks to finish.