COIT20265 *Networks and Information Security Project*
Term 2 - 2021

Profile information current as at 12/10/2024 02:08 pm

All details in this unit profile for COIT20265 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student).The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

This unit is the capstone to the Networks and Information Security specialisation of the Master of Information Technology course. You are required to demonstrate the skills that you have developed throughout your specialisation, and apply these skills to an authentic task group network security project including the design and technology implementation of a network security plan that meets client's requirements. As part of a work portfolio, you will be required to produce project management artefacts typical of a commercial network security project.

Details

Career Level: *Postgraduate*
Unit Level: *Level 9*
Credit Points: *12*
Student Contribution Band: *8*
Fraction of Full-Time Student Load: *0.25*

Pre-requisites or Co-requisites

Prerequisites COIT20262 Advanced Network Security COIT20263 Information Security Management COIT20264 Network Design PPMP20007 Project Management Concepts
Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the Assessment Policy and Procedure (Higher Education Coursework).

Offerings For Term 2 - 2021

- Brisbane
- Melbourne
- Online
- Rockhampton
- Sydney

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.

Class and Assessment Overview

Recommended Student Time Commitment

Each 12-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 25 hours of study per week, making a total of 300 hours for the unit.

Class Timetable

Regional Campuses
Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

Metropolitan Campuses
Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Report**
Weighting: 40%
2. **Portfolio**
Weighting: 20%
3. **Written Assessment**
Weighting: 20%
4. **Presentation**
Weighting: 20%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the University's Grades and Results Policy for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the CQUniversity Policy site.
You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the CQUniversity Policy site.

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Unit Coordinator reflections

Feedback

Most students worked on two of the provided case studies, and few groups gained the experience of discussing the project with a real client.

Recommendation

Increase the number of topics provided to students, especially projects conducted for real clients such as researchers and industry partners.

Feedback from Unit Coordinator reflections

Feedback

Slow starting groups (e.g. due to late enrolment or group formation) struggle to catch up to produce high-quality project artefacts.

Recommendation

Introduce individual assessments early in the term to encourage early planning and preparation by all students.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Apply the concepts learned in network security specialisation units informed by research and professional best-practice
2. Assess systems for security exposures; and accordingly, select and implement appropriate countermeasures and controls
3. Plan and manage a network security project, particularly the prioritisation of tasks, scheduling of time and resources, and the generation of supporting documentation
4. Review and critically evaluate team and individual performance, reflecting on the processes followed and identifying areas for continuous improvement
5. Communicate effectively by using written and oral presentation, understanding the needs of various stakeholders
6. Demonstrate productive participation and contribution to a project team or work environment.

Australian Computer Society (ACS) recognises the Skills Framework for the Information Age (SFIA). SFIA is in use in over 100 countries and provides a widely used and consistent definition of ICT skills. SFIA is increasingly being used when developing job descriptions and role profiles.
ACS members can use the tool MySFIA to build a skills profile at
https://www.acs.org.au/professionalrecognition/mysfia-b2c.html
This unit contributes to the following workplace skills as defined by SFIA. The SFIA code is included:

1. Project Management (PRMG)
2. IT Management (ITMG)
3. Information Security (SCTY)
4. Security Administration (SCAD)
5. IT Governance (GOVN)
6. Technical specialism (TECH)
7. IT Infrastructure (ITOP)
8. Systems Installation/Decommissioning (HSIN)
9. Network Support (NTAS)
10. Network Planning (NTPL)
11. Network Design (NTDS)
12. System Design (DESN).
13. Penetration testing (PENT)
14. Information Assurance (INAS)

Alignment of Learning Outcomes, Assessment and Graduate Attributes

— N/A Level | • Introductory Level | • Intermediate Level | • Graduate Level | ∘ Professional Level | ∘ Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
1 - Report - 40%	•	•	•		•	
2 - Portfolio - 20%				•		•
3 - Written Assessment - 20%	•	•	•	•		
4 - Presentation - 20%					•	•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
1 - Knowledge	∘	∘	∘	∘	∘	
2 - Communication		∘	∘	∘	∘	∘
3 - Cognitive, technical and creative skills	∘	∘	∘			
4 - Research	∘	∘	∘			
5 - Self-management				∘	∘	∘
6 - Ethical and Professional Responsibility	∘	∘		∘	∘	∘
7 - Leadership			∘	∘	∘	∘
8 - Aboriginal and Torres Strait Islander Cultures						

Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
1 - Report - 40%	∘	∘	∘	∘		∘		
2 - Portfolio - 20%		∘	∘		∘	∘		
3 - Written Assessment - 20%		∘		∘	∘		∘	

Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
4 - Presentation - 20%		○	○		○		○	

Textbooks and Resources

Textbooks

There are no required textbooks.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Access to computer with webcam, microphone and speakers
- Zoom
- Microsoft Teams

Referencing Style

All submissions for this unit must use the referencing style: Harvard (author-date)
For further information, see the Assessment Tasks.

Teaching Contacts

Steven Gordon Unit Coordinator
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Fariza Sabrina Unit Coordinator
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Schedule

Week 1 - 12 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor (tutor)		

Week 2 - 19 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Skills Development Plan (11:45 PM AEST Sunday 25 July 2021)

Week 3 - 26 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Individual Progress Report 1 (video due 24 hours before scheduled meeting with project mentor in Week 3)

Week 4 - 02 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Project Plan (11:45 PM AEST Sunday 4 August 2021)

Week 5 - 09 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Group Progress Report 2 (video due 24 hours before scheduled meeting with project mentor in Week 5)

Vacation Week - 16 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
No meeting		**Deliverable**: Technical artefacts for review (11:45 PM AEST Sunday 22 August 2021)

Week 6 - 23 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Draft Presentation (video due 24 hours before scheduled meeting with project mentor in Week 6)

Week 7 - 30 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Quality Review (11:45 PM AEST Sunday 5 September 2021)

Week 8 - 06 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Group Progress Report 3 (video and document due 24 hours before scheduled meeting with project mentor in Week 8)

Week 9 - 13 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		

Week 10 - 20 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Group Progress Report 4 (video due 24 hours before scheduled meeting with project mentor in Week 10)

Week 11 - 27 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		

Week 12 - 04 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic
Weekly meeting with project mentor		**Deliverable**: Final Report (11:45 PM AEST Sunday 10 October 2021) **Deliverable**: Project Reflection (11:45 PM AEST Sunday 10 October 2021)

Review/Exam Week - 11 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic

Presentation Day	**Deliverable**: Final Presentation (11:45 PM AEST Monday 11 October 2021)

Exam Week - 18 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic

Term Specific Information

You will need access to a computer (laptop or PC) that supports video conferencing and any software relevant to your project. As students may undertake different projects, the specific software requirements may vary. Therefore, it is the responsibility of the project team to ensure they have sufficient hardware/software to complete the project.
Your Final Presentation will be delivered to an audience outside of your campus, and therefore may be delivered using Zoom video conferencing software (even if you are an on-campus student). Therefore, you must have a computer with webcam, microphone and speakers (for example, a headset). Note that you will be required to present with your webcam on - using a device without a webcam or not showing your face is not an acceptable method of presentation.
The Schedule in this Unit Profile lists Deliverables, which give the due dates of assessment tasks. For progress reports and the Draft Presentation, pre-recorded videos are due 24 hours before your class or scheduled meeting with your project mentor. Some due dates for assessments are on a Sunday at 11:45 PM AEST. Be aware that support from teaching staff may not be available over the weekend (or any public holidays) leading to the due date. Therefore, you are recommended to have draft submissions on Moodle at least two days before the due date.

Assessment Tasks

1 Project Report

Assessment Type
Report

Task Description
Components
This assessment is split into three (3) deliverables:

1. Final Report
2. Skills Development Plan
3. Project Reflection

Expectations of Final Report
Your Final Report must document technical artefacts of the entire project. The content may vary depending on the chosen topic and the problem being addressed. The following are example technical artefacts that may be included in a Final Report.

- Detailed description of the problem from a business and technical perspective
- Review of existing/competing products, solutions, or literature
- Identification, selection and justification of appropriate network and security technologies to solve the problem
- Specification of requirements, for example, functional, usability, reliability, performance, security
- Logical and/or physical network designs
- Design of network/security architectures, protocols or algorithms
- Network and security policies, for example, disaster recovery plan, password policies, business continuity plan
- Risk assessment
- Recommended security controls to solve the problem
- Rapid prototype of a solution to the problem
- Results from security/penetration testing on a system
- Deployment of network/security components, for example, database/web servers in the cloud

As different groups are undertaking different projects, you should discuss with your Project Mentor (tutor) the expected artefacts for your project.

Expectations of Skills Development Plan and Project Reflection
At the start of the project you must identify your career goals, including preferred job role upon graduation, and self-assess your current knowledge, skills and abilities against those expected for an IT professional. You will highlight gaps

and identify tasks that you aim to focus on in the project to work towards filling those gaps.
At the end of the project you must reflect on your project, your achievement in filling gaps identified at the start of the term, and identify plans for the next steps in your career.

Format and Submission

The Final Report should be presented as a formal, technical document (e.g. with title, section headings, references, diagrams, tables). The report must be submitted as a Microsoft Word document. You are encouraged to use separate documents/files for different artefacts. For example, if your group has developed a privacy policy and undertaken a risk assessment, they should be submitted as separate documents, with the Final Report simply referring to them. That is, you may submit Final Report (Word doc), Privacy Policy (Word doc), Risk Assessment (Word doc), Network Design (Visio file) and so on.
The Skills Development Plan and Project Reflection must be submitted separately as Word documents. The Project Reflection must also include publishing at least one of your project technical artefacts on your personal public portfolio (e.g. on your public GitHub repository, in LinkedIn, or on Portfolium).
All group documents and technical artefacts must be stored on a Microsoft Teams channel created for your group by the Unit Coordinator, and shared with your Project Mentor (tutor) and Unit Coordinator. With prior approval of the Unit Coordinator, a collaborative platform other than Microsoft Teams may be used. While documents are stored Teams, they must also be submitted on Moodle.

Assessment Due Date

See the Schedule for due dates of deliverables

Return Date to Students

Certification of Grades day for Final Report and Project Reflection; two weeks after deadline for Skills Development Plan

Weighting

40%

Assessment Criteria

Contribution to Grade

1. Final Report: 30%
2. Skills Development Plan: 5%
3. Project Reflection: 5%

Individual and Group Contributions

The Final Report is group work. In most cases, all team members will receive the same mark. However if the project mentor or Unit Coordinator detect significant differences in contributions across team members, then interviews may be held to determine individual contributions, and individual marks allocated based on those contributions.
The Skills Development Plan and Project Reflection activities are individual work.

Marking Criteria

Your Final Report will be marked based on:

1. Problem definition. You must give a clear and concise statement of the problem your project is attempting to solve.
2. Approach. The methodologies, tools and techniques you use to solve the problem must be appropriate.
3. Solution quality and depth. Your solution must demonstrate an investigation into significant depth and the resulting outputs must be of quality expected of a graduate.
4. Presentation. For example, formatting, grammar, referencing.

The reports, and especially the solution quality and depth, will be assessed taking into account the project management activities (for example, Project Plan, progress reports, quality review). For example, if the project does not deliver what the Project Plan promised and the changes are have not been justified in progress reports, then a low score may be awarded. However, if the project does deliver what is promised, but there is little technical depth in that deliverable, then a low score may still be awarded.
Your Skills Development Plan and Project Reflection will be marked based on:

1. Genuine and in-depth self-assessment of knowledge, skills and abilities
2. Ability to identify specific, relevant activities to fill in gaps that will contribute to future career goals

Failure to publish at least one technical artefact to a personal public portfolio will result in 0 marks for the Project Reflection.
Detailed marking criteria are available on Moodle.

Referencing Style

- Harvard (author-date)

Submission
Online Group

assessmentOutcome

- Apply the concepts learned in network security specialisation units informed by research and professional best-practice
- Assess systems for security exposures; and accordingly, select and implement appropriate countermeasures and controls
- Plan and manage a network security project, particularly the prioritisation of tasks, scheduling of time and resources, and the generation of supporting documentation
- Communicate effectively by using written and oral presentation, understanding the needs of various stakeholders

assessmentGradAttribute

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Ethical and Professional Responsibility

2 Progress Reports

Assessment Type
Portfolio

Task Description
Components
This assessment is split into four (4) deliverables:

1. Individual Progress Report 1
2. Group Progress Report 2
3. Group Progress Report 3
4. Group Progress Report 4

Expectations of Progress Reports
Each progress report must:

- explain your technical progress since the last report (or since the start of the project)
- report on the status of tasks completed since the previous progress report
- list the issues and challenges that have arisen, and your approaches to addressing them
- list the priority tasks for the next phase of work (up until the next progress report and/or the end of project)

You will be expected to answer questions about your progress report.
Format and Submission
All progress reports will be delivered verbally, however Group Progress Report 3 will also have a written component.
The verbal progress reports require you to briefly talk about your progress. You will be required to pre-record each progress report as a video easily accessible by the project mentor. You will have a limited amount of time to present for each progress report (time limits to be announced via Moodle). Progress reports should not use slides, however may show technical artefacts (e.g. network designs, code, policies). While the progress report will be pre-recorded, questions will be live.
Group Progress Report 3 will have a written component which is an update to the Project Plan. That is, in addition to the verbal report, you must submit a document highlighting changes to the original Project Plan.
All group documents and technical artefacts must be stored on a Microsoft Teams channel created for your group by the Unit Coordinator, and shared with your Project Mentor (tutor) and Unit Coordinator. With prior approval of the Unit Coordinator, a collaborative platform other than Microsoft Teams may be used. While documents are stored Teams, they must also be submitted on Moodle.

Assessment Due Date

See the Schedule for due dates of deliverables

Return Date to Students

Two weeks after deadline

Weighting
20%

Assessment Criteria
Contribution to Grade

1. Individual Progress Report 1: 6%
2. Group Progress Report 2: 4%
3. Group Progress Report 3: 6%
4. Group Progress Report 4: 4%

Individual and Group Contribution
A separate Individual Progress Report 1 is given by every student in the group. That is, this is individual work.
Group Progress Reports are group work, however individuals may receive different scores based on their contributions. Different group members may deliver the different Group Progress Reports. All group members do not need to talk in the pre-recorded video in every Group Progress Report. However across all three Group Progress Reports, all group members must present at least once. For example, if there are four students in a group, student 1 may present Group Progress Report 2, students 2 and 3 may present Group Progress Report 3 and student 4 may present Group Progress Report 4. All group members must be available to answer questions on all Group Progress Reports.
The written component of Group Progress Report 3 is group work.
Marking Criteria
You will be marked based on:

1. Depth and quality of your technical contributions
2. Ability to plan realistic and significant tasks, and to complete planned tasks
3. Identification of challenges in the project, and practical approaches to deal with those challenges.

While the progress reports are pre-recorded, an important aspect of each progress report is answering questions from the Project Mentor (tutor). Therefore, attendance at your class (or scheduled project meeting) is required for each week that a progress report is due. If you do not attend (and do not have a valid reason, for example, a medical certificate) then you will receive 0 marks for the progress report (even if you contributed to the pre-recorded verbal talk).
Detailed marking criteria are available on Moodle.

Referencing Style

- Harvard (author-date)

Submission
Online Group

assessmentOutcome

- Review and critically evaluate team and individual performance, reflecting on the processes followed and identifying areas for continuous improvement
- Demonstrate productive participation and contribution to a project team or work environment.

assessmentGradAttribute

- Communication
- Cognitive, technical and creative skills
- Self-management
- Ethical and Professional Responsibility

3 Plan and Quality Management

Assessment Type
Written Assessment

Task Description
Components
This assessment is split into two (2) deliverables:

1. Project Plan
2. Quality Review

Expectations of Project Plan
Your Project Plan must:

- Define the problem your team will solve
- Identify the roles and responsibilities of team members
- Schedule a set of tasks and deliverables
- List anticipated challenges and mitigation strategies

- Report initial technical progress of the project (for example, the outputs of rapid design and prototyping)

Expectations of Quality Review
You will be required to conduct an independent review of technical artefacts of another group. The technical artefacts to review may include network design, policies, risk assessments, code, cloud services, etc (see the Project Report for more details on technical artefacts). The technical artefacts of all groups will be published, and you will be allocated a group/artefacts to review. Your Quality Review must:

- Evaluate the quality of the technical artefacts
- Propose improvements to designs, implementation and/or processes

The Unit Coordinator will assign the group/artefacts for you to review. You may be assigned multiple artefacts from one group to review. You are expected to conduct your review in an independent and professional manner. For example, you should not seek to influence reviews (for example, "I will give you a positive review if you give me a positive review") and your evaluation must be on the technical aspects (not influenced by who is in the other group).
Format and Submission
Both the Project Plan and Quality Review must be submitted as reports (for example, Microsoft Word documents). Where appropriate, other documents (for example, initial network designs) may be submitted in other file formats as an appendix to the report.
All group documents and technical artefacts must be stored on a Microsoft Teams channel created for your group by the Unit Coordinator, and shared with your Project Mentor (tutor) and Unit Coordinator. With prior approval of the Unit Coordinator, a collaborative platform other than Microsoft Teams may be used. While documents are stored Teams, they must also be submitted on Moodle.

Assessment Due Date

See the Schedule for due dates of deliverables

Return Date to Students

Two weeks after deadline

Weighting
20%

Assessment Criteria
Contribution to Grade

1. Project Plan: 8%
2. Quality Review: 12%

Individual and Group Contributions
The Project Plan is group work.
The Quality Review is performed by a pair of students. That is, your group is split into pairs of students, and each pair conducts a review of another groups' artefacts. If there is an odd number of students in your group, then one of you will conduct the review on your own.
In most cases, all group members will receive the same mark. However if the project mentor or Unit Coordinator detect significant differences in contributions across group members, then interviews may be held to determine individual contributions, and individual marks allocated based on those contributions.
Marking Criteria
Your Project Plan will be marked based on:

1. Depth and quality of planning.
2. Depth and quality of initial technical artefacts presented.

Your Quality Review will be marked based on:

1. Demonstrated understanding of the work under review.
2. Identification of strengths and weaknesses of the work under review.
3. Relevance and details of recommendations made.

You will not be assigned a group to review until your group has submitted your own technical artefacts to a reasonable standard for review by others. That is, you can't start your review until you have made your technical artefacts available to others for review. If your group does not submit your technical artefacts one (1) week before the Quality Review deadline, all members of your group will receive zero (0) marks for the Quality Review.
Detailed marking criteria are available on Moodle.

Referencing Style

- Harvard (author-date)

Submission
Online Group

assessmentOutcome

- Apply the concepts learned in network security specialisation units informed by research and professional best-practice
- Assess systems for security exposures; and accordingly, select and implement appropriate countermeasures and controls
- Plan and manage a network security project, particularly the prioritisation of tasks, scheduling of time and resources, and the generation of supporting documentation
- Review and critically evaluate team and individual performance, reflecting on the processes followed and identifying areas for continuous improvement

assessmentGradAttribute

- Communication
- Research
- Self-management
- Leadership

4 Presentations

Assessment Type
Presentation

Task Description
Components
This assessment is split into two (2) deliverables:

1. Draft Presentation
2. Final Presentation

Expectations of Presentations
In your presentations you must convince the audience that the work you have done is substantial, high quality and relevant for your major, and that you have applied appropriate processes to complete the work. The audience may include students from this unit, other students, your project mentor, Unit Coordinator, other academic staff, alumni, and industry representatives. Each presentation will be time-limited (to be confirmed during the term). Therefore, you must design your presentation to convey the key aspects of your project, taking into account the audience and time limitations. While the content/structure of your presentation is mainly your choice, it must at least include:

1. Identification of your project topic, mentor and group members
2. Reflection on technical challenges, for example, what new things did you learn, what was difficult, how did you solve problems.
3. Demonstration of the system you develop or problem solved.

You may use a variety of presentation tools (including live demonstrations, videos, screenshots), but must be supported by slides.
Your Draft Presentation is expected to demonstrate the technical depth you have achieved so far in your project. The Draft Presentation also serves as a practice for the Final Presentation.
Your Final Presentation is expected to demonstrate the technical depth you have achieved across the entire project.
Format and Submission
Your group must deliver your Final Presentation live using Zoom video conferencing. The final presentations will be scheduled in a conference-style event, running up to 1 day. Groups will be assigned to present at time slots during the day, and also be required to view presentations of other groups. The presentation day is planned for Monday 11 October 2021; the detailed schedule for presentations will be announced during the term.
You must submit at least PowerPoint slides on Moodle by the deliverable deadline. Other formats of the slides (including PDF) are not acceptable, unless permission is granted in advance by the Unit Coordinator. You may optionally submit other resources (e.g. videos) in addition to the slides.
Your Draft Presentation will not be live; it will be pre-recorded. You must make the recording available to the project mentor in a format easily accessible to others. You may have to answer questions in class based on your draft presentation.
All group documents and technical artefacts must be stored on a Microsoft Teams channel created for your group by the Unit Coordinator, and shared with your Project Mentor (tutor) and Unit Coordinator. With prior approval of the Unit Coordinator, a collaborative platform other than Microsoft Teams may be used. While documents are stored Teams, they

must also be submitted on Moodle.

Assessment Due Date

See the Schedule for due dates of deliverables

Return Date to Students

Certification of Grades day for Final Presentation; two weeks after deadline for Draft Presentation

Weighting
20%

Assessment Criteria
Contribution to Grade

1. Draft Presentation: 8%
2. Final Presentation: 12%

Individual and Group Contributions
Both the Draft and Final are group presentations, however some marks will be allocated to individuals. All members of the group must present. All members will receive the same group score (unless exceptional circumstances, e.g. one member does not present). The individual score will be based on how you present your part and answer questions. Different students in your team may receive different individual scores.
Marking Criteria
You will be marked based on:

1. Content quality and relevance [Group]. For example: sufficient technical depth, appropriate contributions presented, interesting and clearly explained content, reflections on learnings.
2. Presentation organisation and flow [Group]. For example: keeping to time limit, preparedness, visual aids, quality of demonstrations.
3. Presentation skills [Individual]. For example: speaking skills, confidence, responding to questions, demonstrated understanding of the content.

Detailed marking criteria are available on Moodle.

Referencing Style

- Harvard (author-date)

Submission
Online Group

assessmentOutcome

- Communicate effectively by using written and oral presentation, understanding the needs of various stakeholders
- Demonstrate productive participation and contribution to a project team or work environment.

assessmentGradAttribute

- Communication
- Cognitive, technical and creative skills
- Self-management
- Leadership

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the **Student Academic Integrity Policy and Procedure**. This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?
A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?
A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?
For academic advice and guidance, the Academic Learning Centre (ALC) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?

Be Honest
If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

Seek Help
If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

Produce Original Work
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