

# SCHOOL OF INFORMATION & PHYSICAL SCIENCES SOFTWARE ENGINEERING

# FINAL YEAR PROJECT



## INFORMATION FOR WORK HOSTING FINAL YEAR PROJECTS

Thank you for considering a role in providing experiences for students enrolled in Software Engineering Final Year Project (FYP) (SENG4211A/B) at the University of Newcastle. During FYP students will gain experience on how theoretical knowledge and skills obtained throughout their degree can be applied in a vocational setting.

Hands-on professional experience is vital to students' learning, and we hope this will be a positive experience for both our students and your organisation.

### Initial Process

During this course, students will work on a project within an organisation (i.e. industry, research groups, labs) that uses Software Engineering throughout their day-to-day activities. Projects will be supervised, and can be undertaken within a group of software developers. Students must also complete an individual research-based project, which can be linked to the group project or stand-alone. This direct experience will expose individual students to project management practices, and the skills used by managers and researchers.

If you are interested in hosting project students, representatives from your organisation can submit one or more project proposals detailing project title; and whether the project is for a group or individual; name of your organisation; a short (100-200 word) abstract describing the project topic; recommended skills; and if you think the project will best support a group, then please reach out to the Course Coordinator. The individual project proposals will be viewed by students when they select which individual projects they would like to apply for. Students will be allocated to group projects base on their relevant skills/interests.

### FYP MODES & HOURS

#### SENG4211A

Students are required to spend on average 120-140 hours of effort (contact and on-contact) including assessments, over the course of the semester, both an individual and group industry-based project. You may wish to host a student in your organisation, however, students are not required to physically spend time in workplaces, and a dedicated restricted access computer lab is provided on the Callaghan campus.

#### SENG4211B

Students are required to undertake, over the course of the semester, both an individual and a group industry-based project. You many wish to host a student in your organisation, however, students are not required to physically spend time in workplaces, and a dedicated restricted access computer lab is provided on the Callaghan campus.

Organisations interested in hosting a Final Year Project group should scope their proposal(s) so that the complexity/length of the activities matches 240 hours of work.

The University of Newcastle recognises that some organisations may require a lesser or larger commitment, and under such circumstances is prepared to adapt experiences.

### Course Coordinator

#### Associate Professor Karen Blackmore

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# HOST ORGANISATIONS SHOULD PROVIDE PRACTICAL EXPERIENCE

The nature of projects should be equivalent to an entry-level professional role, or more advanced work depending on the skills and experience of the student.

## Student Knowledge

Students enrolled in SENG4211A and SENG4211B will be undertaking the final year of Software Engineering

As final year students, they will have completed all the foundational and mid-tier courses in their degree, and will be undertaking the high-level 4th year courses concurrently with the project. Those students should be equipped with the specialist knowledge and skills required for success in the industry.

## Steps to get a student for your project

- Industry representatives (project supervisors) submit one or more project proposals to the course coordinator detailing the projects. Please indicate if the proposal is an individual or group-based project or both. For Group-based projects, please indicate the preferred number of students in the team.
- Students will be assigned to group-based projects by the course coordinator(s), ensuring balanced teams, matching students with clear interest or abilities in areas relevant to the appropriate projects.

For Individual projects:

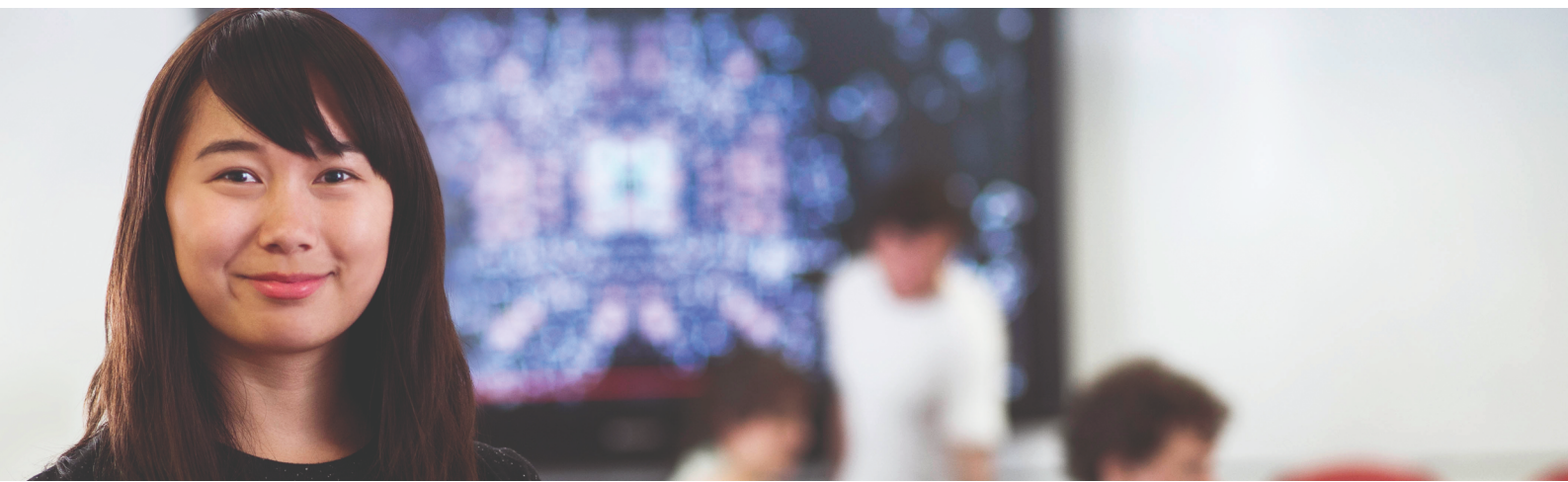
- Students will apply to a maximum of three projects by submitting a cover letter and resume for each project to the course coordinator(s).
- The course coordinator(s) will send student applications to the respective organisations.
- Project supervisors are encouraged to organise interviews with student candidates (not essential), and send a list back to the course coordinator(s) in preferential order.
- Students will be allocated to projects - students and project supervisors must then confirm a fortnightly meeting schedule for the semester with the course coordinator(s)
- Students will have multiple assessments to complete throughout the duration of the projects as per their course requirements (see page 3).

## ASSIST STUDENTS TO “FIT IN” AND LEARN THE BASICS OF YOUR ORGANISATION; HOW IT FUNCTIONS AND THE NATURE OF STUDENTS' INTERACTION WITH COLLEAGUES.

- Provide an overview of your organisation and/or department.
- Provide clear direction on company expectations - professional behaviour, phone and zoom etiquette (including appropriate attire), work ethic, resources, and other similar issues.
- Review the student's responsibilities and discuss each other's expectations.
- Assist students as they develop their professional practice in client-based work.

## MATCHING STUDENTS WITH THE RIGHT PROJECT

Double-check that students' fields of study reflect the work your organisation does, and that you have opportunities for students to experience professional practice in that area. Both students and host organisations can mutually benefit from appropriately allocated projects.



# ARE YOU READY FOR A STUDENT PROJECT?

When students commence the project you can help them get started by clearly articulating your expectations. Students want to perform well and it helps if performance expectations are made clear from the outset.

Students are required to identify and establish goals for projects based on Course Learning Outcomes. Please take the time to discuss this with students at the beginning of the project experience, as well as midway through to ensure their goals are being met.

Industry partners are expected to attend regular meetings with students, provide direction and feedback and review written work.

## DOES THE STUDENT NEED A SPECIAL CLEARANCE TO WORK WITH YOU?

Please help us ensure any additional documentation particular to your organisation (e.g. Working with Children Check, Prohibited Employment Declaration, Criminal Record Check, or health evaluation) is completed prior to students commencing. Students may also need to complete a Risk Assessment/Induction suited to your organisation prior to commencing if the student(s) is/are working onsite at your organisation. Any relevant documentation from your organisation can assist them in completing this.

## ASSESSMENT

SENG4211A & SENG4211B:

1. Project Plan
2. Required Documents
3. Design Documents
4. Progress Report
5. Prototype Demonstration
6. Interim Project Report

## WE WILL CONTACT YOU

The course coordinator will contact your organisation during the project to discuss how the project is progressing.

## HAVE A PROBLEM WITH THE EXPERIENCE?

If you have an issue with the student's performance, counsel the student as you would any other employee and contact the course coordinator immediately. University intervention is rarely necessary, but addressing an issue immediately often sees a swift, simple resolution, the preservation of a good working relationship, and a productive experience.

## WHAT IF A STUDENT IS INJURED?

The University of Newcastle's current insurance policies are held on a 24-hour-day basis for 365 days a year for all students while they are engaged in course related activities.

## INSURANCE

The University of Newcastle Student Placement Insurance:

[University of Newcastle - Student Insurance](#)

Further details can be obtained by contacting: [insurance@newcastle.edu.au](mailto:insurance@newcastle.edu.au)

## INTELLECTUAL PROPERTY

We understand Intellectual Property is important to your company. If the project is likely to generate Intellectual Property, please negotiate with the student **prior to commencement of the project**, and if required, enter into a separate agreement with the student(s) relating to Intellectual Property rights ownership. You may also choose to enter into confidentiality/non-disclosure agreements if required.

## REMEMBER

Although students are formally educated, they may not have had the opportunity to put what they have learned into practice before. Provide practical instructions as you set tasks. Expect students to make mistakes, and help students fix them. Your assistance wherever possible will be appreciated. Ensuring students feel secure with interactions, and within your team, encourages them to demonstrate their skills, and strengthens working relationships.



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