

## COMP3851A: Computing and Information Sciences Work Integrated Learning Part A

Singapore PSB

Trimester 1 - 2024 (Singapore)



## OVERVIEW

### Course Description

This course is Part A of a multi-term sequence incorporating Work Integrated Learning (WIL). Part B must also be completed to meet the requirements of the sequence. This Work Integrated Learning course allows you to apply the theoretical knowledge and skills obtained during your studies with and for an organisation. Through these courses (Part A and Part B), you will work on a project related to the fields of computer science, data science, and/or information technology. The work is undertaken in an organisation (industry, research groups or laboratories) or as an innovative proposal that has been approved by the course coordinator. In your project you will develop an entrepreneurial prototype which requires you to incorporate computer science, data science, and/or information technology skills into their practices. This direct experience exposes you to the project management practices of managers and/or researchers. Under supervision and in a group work environment, you will undertake between 200 and 250 hours of project-based work.

### Academic Progress Requirements

Nil

### Requisites

Students cannot enrol in this course if they have successfully completed COMP3850.

This course is only available to students enrolled in the Bachelor of Information Technology [11497], Bachelor of Information Technology/Bachelor of Business [12238], Bachelor of Computer Science [40103], Bachelor of Mathematics/ Bachelor of Computer Science [10253], Bachelor of Data Science [40276], Bachelor of Data Science/Bachelor of Mathematics [40277], Bachelor of Data Science/Bachelor of Computer Science [40278] programs.

### Assumed Knowledge

Successful completion of at least 140 units of study.

### Contact Hours

#### Singapore PSB Lecture

Face to Face On Campus  
2 hour(s) per week(s) for 4 week(s)

#### Workshop

Face to Face On Campus  
2 hour(s) per week(s) for 13 week(s) starting Week 1

### Unit Weighting

10

### Workload

Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

# COURSE OUTLINE

**Multi-Term Sequence Advice** This course is part of a multi-term sequence. Both Part A and Part B must be completed to meet the requirements of the sequence. Part A and Part B must be completed in consecutive terms. Students must complete Part A before completing Part B. Students must complete the sequence within a twelve month period. If students complete Part A but are unable to complete Part B within the timeframe, they must re-enrol in Part A. Part A cannot be completed as a standalone course, it will only count towards your program once you have successfully completed Part B.

## CONTACTS

**Course Coordinator** **Singapore PSB**  
Dr Alexandre Mendes  
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+61 2 4921 6076  
Consultation: via email.

**Teaching Staff** Other teaching staff will be advised on the course Canvas site.

**School Office** **School of Information and Physical Sciences**  
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## SYLLABUS

**Course Content** This course comprises activities based on planning, developing, reporting and critically reflecting on a major activity related to computer science, data science, and/or information technology. Students will:

1. Apply for, secure and start a project related to computer science, data science and/or information technology areas, approved by the course coordinator
2. Prepare a 'Program of Activity Agreement' which should be signed by the student, project supervisor and course coordinator
3. Collaborate to plan, carry out and report on an appropriate project
4. Complete at least 100 hours in Part A with an organisation which requires computer science, data science and/or information technology expertise (the total number of hours in Part A and B combined should be between 200 and 250 hours)
5. Record, report and critically reflect on the project undertaken
6. Prepare and deliver a seminar to describe the activities undertaken during the project
7. Describe and analyse ethical and technical issues relating to real world research and practice.

**Course Learning Outcomes** **On successful completion of this course, students will be able to:**

1. Identify and plan the application of a suite of computer science, data science and/or information technology skills learnt in the program to a specific project
2. Critically set objectives and evaluate partial outcomes
3. Demonstrate and reflect upon the skills required for the workplace, including both written and verbal communication, and teamwork
4. Apply theoretical knowledge to practical workplace tasks
5. Critically reflect on the ethical and technical issues faced in the workplace.

**Course Materials** **Other Resources:**

- All materials provided on Canvas.

# COMPULSORY REQUIREMENTS

In order to pass this course, each student must complete ALL of the following compulsory requirements:

## Course Assessment Requirements:

- Assessment 1 - Project Plan: Pass requirement - Must pass this assessment item to pass the course.
- Assessment 2 - Written Report: Pass requirement - Must pass this assessment item to pass the course.
- Assessment 3 - Seminar: Pass requirement - Must pass this assessment item to pass the course.
- Assessment 4 - Quizzes: Pass requirement - Must pass this assessment item to pass the course.

# ASSESSMENTS

This course has 5 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Project Plan*	Week 5, Friday, 11:59PM	Group	10%	1, 2
2	Written Report*	Week 14, Friday, 11:59PM	Combination	60%	1, 2, 3, 4, 5
3	Seminar*	Week 14, Friday, 11:59PM	Group	15%	1, 2, 3, 4, 5
4	Quizzes*	Weekly, Friday, 11:59PM, see Canvas for details.	Individual	15%	1, 2, 3, 4, 5

\* This assessment has a compulsory requirement.

## Late Submissions

The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 10% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.

## Assessment 1 - Project Plan

<b>Assessment Type</b>	Proposal / Plan
<b>Purpose</b>	To report on the background of the project, aims and future activities of the trimester. The goal of this proposal is to answer questions about feasibility of the project and its alignment with the expectations for a 3rd year level Computer Science / Information Technology project. In addition, it will expose any skills deficiencies that students might have and how those can be addressed.
<b>Description</b>	This assessment item is to be written together with the supervisor of your project. A template will be provided on Canvas.
<b>Weighting</b>	10%
<b>Compulsory Requirements</b>	Pass requirement - Must pass this assessment item to pass the course.
<b>Due Date</b>	Week 5, Friday, 11:59PM
<b>Submission Method</b>	Online
<b>Assessment Criteria</b>	Assessment specifications and marking criteria will be released on Canvas in Week 2.
<b>Return Method</b>	Online
<b>Feedback Provided</b>	Online
<b>Opportunity to Reattempt</b>	Reattempt is permitted at the discretion of the Course Coordinator.

## Assessment 2 - Written Report

<b>Assessment Type</b>	Report
<b>Purpose</b>	To report on the activities undertaken by the student during the trimester.
<b>Description</b>	A report on the overall project including (a) background, (b) aims, (c) methods/design, (d) results, (e) ethical considerations, (f) individual contributions and (g) self-reflection. For group projects, parts (a)-(e) will be written by the group (20%) and parts (f)-(g) will be individual (40%).
<b>Weighting</b>	60%
<b>Compulsory Requirements</b>	Pass requirement - Must pass this assessment item to pass the course.

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<b>Due Date</b>	Week 14, Friday, 11:59PM
<b>Submission Method</b>	Online
	Note that if the deliverables related to the project (including any source code) are not provided to the company (or project supervisor) after requested, and/or not deployed to the client's infrastructure satisfactorily, the student might be given an "I" (Incomplete) grade until those steps are completed.
<b>Assessment Criteria</b>	A marking guide will be provided on Canvas in Week 8. If the project results are not at the level expected for a 3rd year level project, students might be given an extension (instead of a fail grade), and the resubmission will be capped at 50% of the maximum score.
<b>Return Method</b>	Online
<b>Feedback Provided</b>	Online
<b>Opportunity to Reattempt</b>	Reattempt is permitted at the discretion of the Course Coordinator.

### Assessment 3 - Seminar

<b>Assessment Type</b>	Presentation
<b>Purpose</b>	To demonstrate organizational and presentation skills by the student.
<b>Description</b>	This task will require individual students and groups to prepare a professional presentation where they will present the results of the project. Each presentation will be between 10 and 30 minutes long, depending on the size of the group.
<b>Weighting</b>	15%
<b>Compulsory Requirements</b>	Pass requirement - Must pass this assessment item to pass the course.
<b>Due Date</b>	Week 14, Friday, 11:59PM
<b>Submission Method</b>	In Class
	Students will present their work in a group live to the class, this presentation will include both a PowerPoint presentation to discuss the project's progress and a short demo of the coding progress so far.
<b>Assessment Criteria</b>	Specifications and marking criteria will be released on Canvas in Week 8.
<b>Return Method</b>	Online
<b>Feedback Provided</b>	Online
<b>Opportunity to Reattempt</b>	Reattempt is permitted at the discretion of the Course Coordinator.

### Assessment 4 - Quizzes

<b>Assessment Type</b>	Quiz
<b>Description</b>	Weekly tasks that contribute to the development of your project.
<b>Weighting</b>	15%
<b>Compulsory Requirements</b>	Pass requirement - Must pass this assessment item to pass the course.
<b>Due Date</b>	Weekly, Friday, 11:59PM, see Canvas for details.
<b>Submission Method</b>	Online
<b>Assessment Criteria</b>	Specifications and marking criteria will be released on Canvas.
<b>Return Method</b>	Online
<b>Feedback Provided</b>	Online
<b>Opportunity to Reattempt</b>	Students WILL NOT be given the opportunity to reattempt this assessment.

## ADDITIONAL INFORMATION

<b>Grading Scheme</b>	This course is Part A of a multi-term sequence. A grade will be awarded at the completion of Part B.
<b>Communication Methods</b>	Communication methods used in this course include: <ul style="list-style-type: none"><li>- Canvas Course Site: Students will receive communications via the posting of content or announcements on the Canvas course site.</li><li>- Email: Students will receive communications via their student email account.</li><li>- Face to Face: Communication will be provided via face to face meetings or supervision.</li></ul>

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<b>Course Evaluation</b>	Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.
<b>Oral Interviews (Vivas)</b>	As part of the evaluation process of any assessment item in this course an oral examination (viva) may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the <a href="#">Oral Examination (viva) Procedure</a> . In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the <a href="#">Student Conduct Rule</a> .
<b>Academic Misconduct</b>	All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students of the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to <a href="https://policies.newcastle.edu.au/document/view-current.php?id=35">https://policies.newcastle.edu.au/document/view-current.php?id=35</a> .
<b>Adverse Circumstances</b>	The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where: <ol style="list-style-type: none"><li>1. the assessment item is a major assessment item; or</li><li>2. the assessment item is a minor assessment item and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system;</li><li>3. you are requesting a change of placement; or</li><li>4. the course has a compulsory attendance requirement.</li></ol> Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at: <a href="https://policies.newcastle.edu.au/document/view-current.php?id=236">https://policies.newcastle.edu.au/document/view-current.php?id=236</a> .
<b>Important Policy Information</b>	The Help button in the Canvas Navigation menu contains helpful information for using the Learning Management System. Students should familiarise themselves with the policies and procedures at <a href="https://www.newcastle.edu.au/current-students/respect-at-uni/policies-and-procedures">https://www.newcastle.edu.au/current-students/respect-at-uni/policies-and-procedures</a> that support a safe and respectful environment at the University.

*This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified and an amended course outline will be provided in the same manner as the original.*

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## Graduate Profile Statements

The following table illustrates how this course contributes towards building the skills students will need to work in their profession.

### Level of capability

- Level 1 indicates an introduction to a topic at a university level
- Levels 2 and 3 indicate progressive reinforcement of that topic
- Level 4 indicates skills commensurate with a graduate – entry to professional practice

	<b>University of Newcastle Information Technology Graduate Profile Statements</b>	<b>Taught</b>	<b>Practiced</b>	<b>Assessed</b>	<b>Level of Capability</b>
1	Demonstrate a comprehensive understanding of the discipline of information technologies with an emphasis on net-centric applications, information management, and user requirements for ethical professional practice.	X	X	X	3
2	Apply critical reasoning and systems thinking to understand and support the operation and constraints of contemporary enterprises and their dynamic environment.	X	X	X	3
3	Work independently and collaboratively to locate, manage and organise information and resources and apply evidence-based methodologies to create, modify and maintain designs and design solutions.	X	X	X	3
4	Use creativity, problem solving skills, project management skills and technical expertise to analyse, interpret, evaluate and generate solutions to complex technical and organisational problems.	X	X	X	3
5	Demonstrate professional judgement and responsibility by communicating information technology principles, practices, standards to specialist and non-specialist audience clearly and persuasively.	X	X	X	3