



Lecture 2

- Assessment Specification
- The Teams and Product
- General Principles
- General Tips
- What makes a good project
- Meetings with Team Tutors



Assessment Specification

- Read through the official Assessment Specification document
- Make sure you understand what is required of you
- Make a note of the various deadlines
- If there is anything that you don't understand, ask one of the Team Tutors or Module Lecturer



The Teams and Product

- You should have started thinking about building a team
- Your team should meet soon to
 - identify potential multimedia products
 - identify capabilities of team members
 - sketch out a meeting schedule
- Start to narrow down a project product
- Next Monday's lecture will look at some ideas for products and what's involved



General Principles

- Make mistakes before it matters
 - Before too much effort has been invested
- Plan ahead
 - Think first rather than act
 - Work at a high level first
 - Who will do what, and when?
- Be analytical and reflective
 - Tasks, Plans, Designs, Achievements, etc.



General Principles

- Always consider alternatives
 - Explore several alternatives
 - Record what they were
 - Evaluate them
 - Consider how best to evaluate them
 - Choose the most appropriate
 - Record the rationale for your decision
 - Discuss them in your report
 - Crucial to get full credit for your work!



General Principles

- Don't reinvent the wheel
 - There is no shame in re-using existing work or resources
 - It will probably be better than you will have time to produce
 - More complete
 - More reliable
 - More correct
 - More efficient



General Principles

- Don't work in ignorance of existing or related work
 - Research related requirements
 - Research related products
 - Research underpinning work and tools
 - Extract general principles and lessons
 - Review (describe, analyse, compare, ...) this research in your report



General Principles

- Be careful not to pass off other people's work off as your own
 - Don't plagiarise!
 - Acknowledge, credit & reference
 - Use standard styles
 - You will get credit for intelligent use of existing resources
 - You will be severely penalised for plagiarism



General Tips

- Keep a diary or log book
- Think about roles for team members
 - Imagineer
 - Researcher
 - Completer
 - Critic
- Attend and make the most of what is taught in Lectures 3 to 8



General Tips

- Iterate
- Prototype
- Allow time to learn things
 - Tools,
 - Techniques, ...
- Expect to be disappointed
 - Software,
 - Team members, ...



What makes a good project?

- It involves a range of media
- The product is complex enough to show off your design skills
- It has clear and realistic goals
 - What do you want to achieve?
 - Functional requirements
 - Non-Functional requirements
 - Can it be achieved?
 - Make sure the answer is “yes”!



What makes a good project?

- It has a good specification
 - A clear statement of what aims you hope to achieve
 - Essential, desirable, luxury
 - Who is the product aimed at?
 - Paymaster, User
 - The achievement should be measurable
 - Your product may not be complete, but it should cover all the important issues



What makes a good project

- The project is well managed
 - Planning
 - Monitoring
 - Reacting/fixing/modifying
- The product is well implemented
 - Designing
 - Building
 - Testing



What makes a good project

- You have evaluated your product
 - Against goals
 - Against specifications
 - Functionality, performance, usability
- Your work is well documented
 - Objectives, Goals
 - Process, Design decisions
 - Results, Testing, Evaluation



What makes a good project

- Perhaps most importantly
 - Imagination
 - Thought
 - Skill
 - Attention to detail
 - Awareness (e.g. of what is bad)
- Your written report should do full justice to all your hard work



Meetings with Team Tutor

- For advice
- For providing feedback on progress
- To sort out problems with the team
- To help with tools and techniques
- To keep you on track
- To monitor progress
- ...