School of Computer Science & Informatics
University of Liverpool

COMP390 CA1 Detailed Proposal – Marking Guidance

Ethics (10%)
Have you included the statement of ethical compliance? Does it use the correct data and participant categories? Did you clearly state that you have read and will follow the ethical guidance for projects? In the 'Data Sources' section, did you show that you have permission to use any external data (if applicable), and have you confirmed that it contains no personal information? Does the 'Project Ethics & Human Participants' section cover all the ethical aspects of your project and clearly explain how humans (and their data) will be used and protected?

Proposal (90%)
These criteria follow the same structure (and headings) as the proposal itself, so check that you have included each heading and written something for each one. The proposal is supposed to be a short document of around four or five pages, so the markers will be looking to see whether you have covered each criterion clearly but succinctly.

Project Description
Does your description answer the key question of what you will be doing on the project? Does it explain things clearly and succinctly for a general audience? Could someone with no knowledge of your project read this and feel confident that they know what your project is all about?

Aims & Requirements
Do you have the right balance between high level aims (two or three) and lower-level requirements (as many as makes sense)? Have you listed requirements by priority or split them into essential, desirable, and so on? Have you presented these as a bullet list, so they are easy to read?

Background Reading
Have you cited appropriate sources to justify the context for your project and the choices you have made regarding technology and tools? Have you included any key (or seminal) references that would be expected for your project topic?

Implementation Summary
Does your summary answer the key question of how you will carry out the project? Does it include a brief overview of your development tools, chosen language, and why you chose them? Does it clearly show the components of your software and how they relate to each other? Have you used diagrams to easily and clearly convey information?

Testing & Evaluation
Have you shown how you plan to test and evaluate the software? If you plan to ask other people to test your software, have you explained what you will ask them to do, and shown how you will protect and anonymise their feedback?

UI/UX Mockup
Does this section answer the key question of what your software will look like? Is there at least one screen mockup with annotations or labels (or accompanying text) to highlight what each part of the UI does? Have you considered the navigation and usability issues if you have multiple screens, menus, and so on? Have you shown that you understand the user experience?

Project Plan
Have you included a Gantt chart (or similar diagrammatic plan)? Is your plan realistic? Have you included every week of the project, including the weeks before this deadline? Does the plan show dependencies and overlaps? Have you allowed time to prepare your assessments?

Risks & Contingencies
Have you included a table of risks and their contingencies? Have you considered risks that are specific to your project (if any) as well as general risks associated with software and hardware failure, time management, and programming issues?

References & Citations
Have you followed the accepted format for citations (Harvard or IEEE)? Do citations actually appear in the body of your work, with an associated reference at the end? Is the number of references appropriate for the type of project you are doing?