SCHOOL OF ARCHITECTURE, COMPUTING AND ENGINEERING

Submission instructions:
- All pages to be numbered sequentially.
- Dissertation documentation to be navy blue color Hardbound (2 copies).
- Computer discs to be attached to the work in an envelope or purpose made sleeve adhered to the rear.

<table>
<thead>
<tr>
<th>Module code</th>
<th>CNM015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Module title</td>
<td>Project Dissertation</td>
</tr>
<tr>
<td>Module leader</td>
<td>Zainudin Johari</td>
</tr>
<tr>
<td>Supervisors</td>
<td>Zainudin, Anjana Bedi, Sangeetha, Riyaz</td>
</tr>
<tr>
<td>Assessment</td>
<td>A professional document of 12,500 words maximum (exclusive of appendices)</td>
</tr>
<tr>
<td>Weighting</td>
<td>100%</td>
</tr>
</tbody>
</table>

Learning outcomes assessed by this assignment

- Demonstrate detailed knowledge of one chosen and highly specific area within the domain of their programme of study and communicate this knowledge through both a written report and an oral assessment.
- Demonstrate knowledge of research methods appropriate for Masters level research and to communicate this knowledge through both a written report and an oral assessment.
- Use analytic skills in assessing the works of others to assimilate these iteratively into an integrated framework of understanding.
- Write a dissertation report, which contains a practical element of at least 25%, but not exceeding 50%, of the work.
- Plan the production of an extended piece of work with defined fixed delivery date.
- Manage and deliver the production of an extended piece of work according to the submitted plan, whilst liaising with a supervisor.
INTRODUCTION

This is a mandatory module for MSc-Business Information Systems Programme.

1. Aims

The MSc dissertation module is a piece of research work of 60 credits and is undertaken individually on a topic related to the field that the student is studying. The dissertation should be related to the taught element of the programme and/or the student's experience and interests. Students are given some flexibility in choosing a topic and are encouraged to think about it early and to discuss their ideas with potential supervisors and the module leader.

This module aims to develop a student’s research skills through one-to-one supervision to a sufficient standard so that the student produces a dissertation of potentially publishable quality.

This module will be delivered through a combination of some research methods lectures, chat-rooms and individual tutorials.

2. Research Methods Lectures

The research methods lectures are designed to give the student an understanding of what is required of them in terms of output; the timetable, terminology or research; analysing data; plagiarism; referencing; structuring, planning and managing your project; polishing your work and the viva.

2.1. Research Methods and Dissertation Writing Skills

The postgraduate students prepare a research proposal during the research methods workshop. This proposal will sets out in detail the work that will be carried out for the dissertation.

The research proposal must set out the problem and the methodology to be adopted and be a feasible project to carry out in the time available.
Where a student is following a specialised track, they must focus their proposal and dissertation on that specialisation and choose a related topic for their research proposal and develop this for their dissertation.

### 2.2 The Research Methods Workshop

The research methods (RM) workshops will be conducted over a **three week period** at the start of the dissertation semester and will cover the following suggested topics.

<table>
<thead>
<tr>
<th>DAY / DATE</th>
<th>TIME</th>
<th>ACTIVITIES</th>
<th>ROOM / PIC</th>
</tr>
</thead>
</table>
| Wednesday 6th Aug 2014 | 2 pm – 2:15 pm | Dissertation Kick-Off  
  • Dissertation Briefing | Theater Room, Level1  
  Mr. Ismail               |
| Wednesday 6th Aug 2014 | 2:15 pm – 3 pm  | Background Study - I  
  • Research proposals   | Theater Room, Level1  
  Mr. Zainudin             |
| Wednesday 6th Aug 2014 | 3 pm – 4 pm   | Background Study - II  
  • Research methods for M-level | Theater Room, Level1  
  Mr. Riyaz               |
| Wednesday 13th Aug 2014 | 3 pm – 4 pm   | Background Study - III  
  • Literature Review    | Theater Room, Level1  
  Mr. Ismail               |
| Wednesday 13th Aug 2014 | 4 pm – 5 pm   | Background Study - IV  
  • Critical Analysis & Evaluation | Theater Room, Level1  
  Mr. Joshua               |
| Wednesday 20th Aug 2014 | 3 pm – 4 pm   | Background Study - V  
  Referencing & Citation | Theater Room, Level1  
  Ms. Arjuna               |
| Wednesday 20th Aug 2014 | 4 pm – 5 pm   | Background Study - VI  
  Technical Documentation | Theater Room, Level1  
  Ms. Sangeetha             |
3. Tutorial Sessions

The supervisor's role is to give guidance to the student as to the direction of the dissertation. The student can expect help with such things as referencing and structuring of the work etc. In addition, draft work (e.g. a chapter) is normally commented on by the supervisor at the tutorial. However, the work is very much the student's and so the student cannot expect direct help with content. Neither can the student expect the supervisor to 'mark' interim work as it appears.

3.1 Dissertation Student – Supervisor contact

The purpose of the contact is to give students the support they need to enable them to complete an acceptable dissertation within the timescale allowed.

It is the responsibility of the student to contact their supervisor to discuss their research and ensure that their work progresses according to the plan that they had prepared in their research proposal.

Regular contact of minimum of 10 hours between the student-supervisor is a requirement of the programme and a pre-requisite for submission of the dissertation.

4. ASSESSMENT

The assessment for this module will be based upon written report providing evidence of theoretical understanding and demonstrating practical work (including relevant information), which will be assessed both orally and as text by two markers (max. 12500 words). In accordance with the framework, students MUST obtain a minimum of 50% overall in order to pass this module.

The dissertation element (including oral assessment) is worth 100% for this module and consists of one individual piece of work. Two hard copies of the dissertation are to be handed into Graduate School Office Counter, Level 1.
4.1. Oral Examination

The oral examination takes place following the handing in of 2 hard copies of the dissertation.
5.0 Dissertation Moderation

Once the student has submitted their dissertation, the module leader will distribute them to the first supervisors and select the assessors based on the dissertation title and assessor's expertise.
Upon the completion of the marking, all marks are returned to the module leader. Any marks more than 10% difference will go to the project team for third marking. The project team mark is the final mark.

6.0. Health and Safety

It is our policy to do all that is reasonably practicable to ensure the health, safety and welfare of all students, as well as people who may visit any of our premises. As such we comply with all relevant health and safety legislative requirements.
On the programme we will provide safe systems for working, a safe environment for teaching and learning, adequate health and welfare arrangements and facilities, and the elimination of risks associated with health and safety.

APPENDIX

Appendix A.............................................. Cover Sheet Format
Appendix B.............................................. Dissertation Certificate
Appendix C.............................................. Assessment Form
Appendix D.............................................. Supervision Form
<TITLE OF THE DISSERTATION>

A dissertation submitted to the

School of Architecture, Computing and Engineering (ACE),

UNIVERSITY OF EAST LONDON

in partial fulfilment of the requirements for the award of the degree of

Master of Science

in

Business Information Systems

by

<Name of the student>

<Register Number>

submitted on

<Date>

Guided by

<Supervisor Name>

School of Engineering & Computing Sciences

(SOECS)

FTMS COLLEGE

KUALA LUMPUR – 50000

MALAYSIA

DECEMBER 2014
FTMS COLLEGE
School of Engineering & Computing Sciences
(SOECS)

This is to certify that this dissertation work entitled

<TITLE OF THE DISSERTATION>

is a bonafide record of the work done

by

<Name of the student>
:Register Number>

at FTMS College, Malaysia during the year 2013-2014 in partial fulfilment of the requirements for the award of the degree of

M. Sc Business Information Systems

<Supervisor Name>
<Designation>

Submitted for the University of East London and the Presentation and Viva held at FTMS College, Kuala Lumpur, Malaysia on ________________.
Appendix B

(Certificate from the Internal Guide)

Guide Name

Designation

FTMS College

Kuala Lumpur, Malaysia.

CERTIFICATE

This is to certify that this dissertation entitled "<Title of the dissertation>" submitted in partial fulfilment of the requirements for the award of the degree of M.Sc. Business Information Systems to the University of East London, UK through FTMS College, Kuala Lumpur, Malaysia is a bonafide record of the work done by <Name of the student> (Reg.No. ) under my supervision and guidance.

Date: 

Signature of the Guide
Appendix C

MSc BIS Dissertation Report (25% Practical)

Student Name:------------------------ Student Number:-------------------------------

Course :--------------------------- Date: DECEMBER 2014

TITLE:-------------------------------

Marker: (1st / 2nd) **-------------------------------------------- (** Delete as Appropriate)

<table>
<thead>
<tr>
<th>Item</th>
<th>% of Total</th>
<th>Actual Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Use of existing Theory</td>
<td>20%</td>
<td></td>
</tr>
</tbody>
</table>

Markers to type over!! Variety, existence, focus, relevance and understanding shown of the references.

(ii) Analytic quality of Report            | 25%        |

Markers to type over!! Made use references by developing something from them? How coherent, clear and sensible are the arguments and how consistent (in tone, ambition and interpretation) is the work? Appropriate representation of thinking (e.g. graphs, drawings etc.).

(iii) Implementation/Practical Aspect     | 25%        |

Markers to type over!! Quality of the student’s practical. Complimentary/Relevant to theory? Difficulty of task undertaken? Any particularly subtle approaches? Ability shown in writing up this practical part. Is it clear what the student (as opposed to others) has ‘done’.

(iv) Critical Evaluation/Conclusions      | 15%        |

Markers to type over!! Is there a justified methodology/approach? Does what the student claims to have done both in the interpretation of theory and the practical hold up to scrutiny? Do the Conclusions match the rest of report? Do data records (e.g. diary) to aid evaluation exist and has the student commented on both the process and the product of their work?

(v) Presentation                         | 5%         |

Markers to type over!! Flow, look, typos, formatting

(vi) Oral Assessment                     | 10%        |

Markers to type over!! Did they respond clearly and demonstrate relevant and supportive statements of their dissertation.

TOTAL MARK ___________________________ Marker Signature ____________
# MSc BIS Dissertation Report (50% Practical)

**Student Name:**------------------------- **Student Number:**-------------------------

**Course:** :------------------------- **Date:** December 2014

**TITLE:**:-------------------------

Marker: (1\textsuperscript{st}/2\textsuperscript{nd})**--------------------------------------------

(Delete as Appropriate)

<table>
<thead>
<tr>
<th>Item</th>
<th>% of Total</th>
<th>Actual Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) <strong>Use of existing Theory</strong></td>
<td>15%</td>
<td></td>
</tr>
</tbody>
</table>

**Markers to type over!!** Variety, existence, focus, relevance and understanding shown of the references.

| (ii) **Analytic quality of Report**       | 20%        |

**Markers to type over!!** Made use references by developing something from them? How coherent, clear and sensible are the arguments and how consistent (in tone, ambition and interpretation) is the work? Appropriate representation of thinking (e.g. graphs, drawings etc.).

| (iii) **Implementation/Practical Aspect** | 45%        |

**Markers to type over!!** Quality of the student’s practical. Complimentary/Relevant to theory? Difficulty of task undertaken? Any particularly subtle approaches? Ability shown in writing up this practical part. Is it clear what the student (as opposed to others) has ‘done’.

| (iv) **Critical Evaluation/Conclusions**  | 8%         |

**Markers to type over!!** Is there a justified methodology/approach? Does what the student claims to have done both in the interpretation of theory and the practical hold up to scrutiny? Do the Conclusions match the rest of report? Do data records (e.g. diary) to aid evaluation exist and has the student commented on both the process and the product of their work?

| (v) **Presentation**                      | 2%         |

**Markers to type over!!** Flow, look, typos, formatting

| (vi) **Oral Assessment**                  | 10%        |

**Markers to type over!!** Did they respond clearly and demonstrate relevant and supportive statements of their dissertation.

**TOTAL MARK ________________**

**Marker Signature ___________**
Appendix D

Postgraduate Dissertation
Record of Supervision

Student No.: Supervisor’s Name:
Date: Time:
Location:

Summary of main points discussed:

Actions agreed for student:

Actions agreed for supervisor:

Date of next supervision:

Student’s signature:

Supervisor’s signature: