

Common Assessment Criteria Applied	Marks Available	Marks Awarded
1. Engagement with Literature Skills		
No reference to in-clas sources used,, no reading log.	20	12
2. Knowledge and Understanding Skills		
SWOT basic, SMART targets not relevant to possible career needs, no real Action Plan- one created is too basic and not career relevant. Data storage - saving to cloud only mentioned in disaster scenarios. No application of class assigned evaluations- missing from appendices and not mentioned/used in your work	20	9
3. Cognitive and Intellectual Skills		
Action plan very limited, no relationship to extended qualifications beyond present work. Non- technical strengths discussed in detail.	20	5
4. Practical Application Skills		
Powerpoint first and second slide not really relevant to potential employers, rest Ok Evaluations are quite non-technical, you want an IT degree- which one what other courses quals do you need- no explanations. No methods of enhancing productivity, organisation, stress management etc.	20	10
5. Transferable Skills for Life and Professional Practice		
No detailed timed technical action plan/ PDP/e- portfolio.No CV.	20	7

Assignment Mark (Assessment marks are subject to ratification at the Exam Board. These comments and marks are to give feedback on module work and are for guidance only until they are confirmed.)	Late Submission Penalties (tick if appropriate)		43
	Up to four weeks late		
	1st/2nd/3rd attempt?	1st	