



National School of Business Management

Faculty of Computing

**Plymouth Stage one
Award Handbook**

**Leading to
BSc (Hon) Computer Networks
BSc (Hon) Computer Security
BSc (Hon) Software Engineering**

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1. Welcome to the Faculty

Welcome to the Faculty of Computing at National School of Business Management.

NSBM is a dynamic young organization offering innovative educational products to cater for the growth of fast changing business and industrial economies. Let me congratulate you in becoming part of this dynamic organization.

Your course of study will be up to date and relevant, will be serviced by well qualified staff, and will also be geared to preparing you for life and employment after university. NSBM Graduate profile and student charter aims to help all of our students achieve what they want to in life. As one of our students we expect you to work hard, to set high standards for yourself. To help you to succeed you will have access to excellent staff and facilities, and also to a range of student support services to help deal with your particular needs. Of course, to do this academic, administration and technical staff that you come across as part of your studies will readily advise and support you. Your part is to take your study seriously, to ensure that you set-aside appropriate time for your study, and to make full use of the diverse range of learning opportunities – both in class and directed study outside of classes – provided by your course. It is important to us that you are successful and that you go on to be a good ambassador for the university.

Inevitably at the start of all study programmes you will be bombarded with a host of well-intentioned information. Some of that information is immediately important to start your studies and make sure that you are in the right place at the right time. Some information you will need later in your course, whilst other information is about the services the University offers generally which you may need to make reference to in the future. We suggest that you download the NSBM student handbook and keep it for reference and familiarise yourself with the range of information it contains. This should be the first document of your own e-archive - get into the habit of downloading essential documents like module descriptors and module handbooks when the course starts.

You are now part of the NSBM family and we look forward to working with you to help you to succeed as an NSBM Graduate.

Very best wishes,

Dean

Faculty of Computing

2. Useful Contacts and Resources

2.1 Academic Contacts

Programme Director: Manoja Weerasekara (manojakw@nsbm.lk)

Head of Computing School: Chaminda Rathnayake (chaminda@nsbm.lk)

2.2 Administrative Contacts

Programme Coordinator: Devika Weerawardana (devika@nsbm.lk)

Carrier Guidance Advisor: Chaminda Wijesinghe (chamindaw@nsbm.lk)

Programme Office: Viraj Liyanage (virajhl@nsbm.lk)

Examination Unit: Nimali Abeysinghe (examinations@nsbm.lk)

Library: Mr. B K Jayasinghe

2.3 Useful Internet Resources

NSBM website can be found at: <http://www.nsbm.lk>. Even though this site is addressed to public, you can find important information related to NSBM, school of computing and your award on this site.

NSBM uses Moodle as an online learning environment, and information on modules on which you are enrolled can be accessed from <http://lms.nsbm.lk>. Note: you can only get access to those modules that you are studying – if you cannot gain access to material, it may be that you are not correctly enrolled on the module – make sure you let your module tutor or programme administrator know.

You will also be able to access your Moodle award or subject community which will provide award/subject information and updates including e-copies of this award handbook, extracurricular talks and events relevant to your subject area and award discussion forums.

The Moodle Learning Management System and other useful online systems can be found at: <http://intranet.nsbm.lk>

3. What are the aims of the Programme?

The purpose of this programme is to provide a comprehensive computing foundation required to continue into the 2nd year (Stage 2) of the Plymouth computing awards in Software Engineering, Computer Networks and Computer Security. In this programme students acquire,

- Basic academic skills required to follow more intense 2nd and 3rd year subject modules;
- Familiarity with underpinning computing disciplines: analysis and design, programming, databases, security;
- People and communication skills for the professional environment;
- Appreciation of the wider non-technical issues: legislation, regulatory requirements, and ethical considerations.

The Plymouth computing awards aim to produce graduates with a strong background in Computing and Information Technology and with a specialization in Computer Networking, Computer Security and Software Engineering. The programme covers a wide range of topics, and given the flexible nature of careers in computing, graduates can, and indeed often do, pursue a wide variety of career paths – particularly where they can combine technical knowledge gained on this programme with prior knowledge of some specific application domain. These programmes effectively fuses together a number of core disciplines: networking, general computing and security, software, and ethics to provide a comprehensive and well-rounded learning experience.

The first stage of the course provide the learner with the essential background knowledge, understanding and skills in computing. In Stage 2 the learner will benefit from specialist networking and security modules, followed by a more focused final stage towards networking, security or Software Engineering-oriented modules developing and building upon these skills.

4. What are the specific award learning outcomes?

The programme provides opportunities for participants to develop and demonstrate the general outcomes listed below. By the end of the programme, participants will be expected to demonstrate they have developed:

Knowledge & Understanding: Demonstrate a systematic understanding of computing and IT concepts and principles. Show introductory knowledge on the core IT body of knowledge and awareness of the applicability of computing and IT.

Learning: Develop lines of argument and evaluate possible solutions to small computing problems based on knowledge of computing and IT, principles and practices.

Enquiry: Find information pertaining to IT problems, possible solutions, and the success of these solutions. Find, manage, apply, and understand information from a range of sources, acknowledging the ethical, legal, and social issues surrounding the use of such information.

Analysis: Analyse problems and evaluate arguments, assumptions, abstract concepts and data to draw conclusions and synthesize solutions.

Problem Solving: Design appropriate solutions in application domains using IT knowledge. Reconcile conflicting objectives, finding acceptable compromises within the problem domain.

Communication: Communicate ideas, problems and solutions to both specialist and non-specialist audiences in a variety of forms, including, but not limited to: written academic reports; verbal presentations and documentations in support of the development of IT solutions.

Application: Demonstrate an understanding of and apply appropriate theories, models, and techniques and tools that provide a basis for problem identification and analysis, design, development, and documentation of solutions to Computing and IT problems.

Reflection: Critically evaluate your performance considering both approach, process and the end result. Plan how to make your performance more relevant and more effective.

Professional Practice: Work both individually and as part of a team to develop and deliver small IT Solutions. Demonstrate an understanding and appreciation of the importance of effective work habits, leadership, and good communication with stakeholders. Demonstrate positive attitudes and social responsibility. Exercise initiative, personal responsibility and accountability.

5. How is the award structured?

Year 1/Stage 1

Database Management Systems	Quantitative Techniques for Computing	Introduction to computer Science	Business Information Systems	Programming with C Language	Internet Technology
System analysis & Design	Data Structures & Algorithms	Computer Technology	Object Oriented Programming with C#	Advance Database Management Systems	Introduction to Computer Networks

Stage 1

30 Level 3 SLQF Credits/ 120 Level 4 Credits (QCF)

Module Code	Module Title	Credits (SLQF)	CW (%)	Exam (%)
BMIS105	Database Management Systems	3		
BMIS102	Quantitative Techniques for Computing	3		
BMIS101	Introduction to computer Science	3		
BMIS101	Business Information Systems	3		
BMIS103	Programming with C Language	3		
BMIS111	Internet Technology	3		
BMIS112	System analysis & Design	3		
CS104	Data Structures & Algorithms	3		
BMIS104	Computer Technology	3		
PLY101	Object Oriented Programming with C#	3		
PLY102	Advance Database Management Systems	3		
PLY103	Introduction to Computer Networks	3		

* Curriculum is subjected to review

5.1 How will I learn on this award?

Your learning opportunities include, e-learning and classroom based learning, and involves a broad spectrum of activities appropriate to the learning outcomes and the assessment methods. These activities range from entirely self-managed study, timetabled formal lectures, tutorials, laboratory based work and presentations. You will have opportunities to use and develop theoretical knowledge, computer based models, and to design, to implement and to test. The transferable skills of presenting, writing, discussing, working with others, and managing your own time are developed through the programme.

Enquiry-based learning is a particularly effective approach to learning and involves you on your own or in a project group being asked to investigate, collect and analyse information and generate new knowledge. This is considered to facilitate deep as opposed to shallow learning.

In developing the programme consideration has been given to the overall learning and assessment strategy, and to the impact on your workloads. As would be expected for any degree programme, you are expected to have a high level of commitment and to be responsive to the challenges at their relative levels as you progress through the programme. Part of these challenges is for you to develop your time management and personal learning skills. Assignments are normally given to you early in a module and you should have ample opportunity to complete the work if you manage your time effectively.

The requirements of the modules will be communicated to you through module descriptors and by discussions with module tutors.

6. How would my progress be assessed?

6.1 Module Grading Scheme

A candidate's performance in each module will be graded according to the following scheme.

Table 5 – Stage 01 Grading Scale

Range of Marks	Grade	Classification
70-100	A	Excellent
60-69	B	Very Good
50-59	C	Good
40-49	D	Pass
30-39	E	Fail
00-29	F	Fail
X	Absent	Absent for the written exam

6.2 Module Completion

A student requires obtaining a minimum of 40 marks (D Grade) for a module to be considered as having passed (completed) that module. Students not fulfilling this requirement for a module should retake the failed assessment components or the complete module with attendance as determined by the Module Examination Board. For the referred attempts for modules the marks are capped at 40 (D grade). A completed module contributes the full credit allocation of that module towards the total credit requirement of the award. Those who have awarded with a grade 'E' can be compensated by Award board where maximum of 10 marks will be offered over the period of one year and this is subjected to approval from the award board.

6.3 Programme Completion

To complete Plymouth stage 01 academics, student need to complete 36 credits (SLQF) similar to 120 credits according to UK quality frame work requirement (QCF).

Support and Guidance

6.4 Academic Support and Guidance

Throughout your course you will meet the Module Lecturers at the taught sessions. If you require additional advice and guidance, please do not hesitate to contact the Module Lecturers, Programme Director or the Programme Administrator.

Please contact your lecturer if you have any concerns about assessments or any other aspect of your course. Generic support with studying, assignments and assessments can be found on the NSBM intranet.

6.5 General Support and Guidance

If you have concerns about your ability to complete your course for any reason, you are strongly encouraged to speak to your Programme Director, Programme Administrator or any Lecturer that you are comfortable with.

7. How do I hand in assignments?

You will normally be required to hand in written assignments relating to the School of Computing modules either to the Programme Administrator or to the LMS (Learning Management System). Instructions for the submission of practical assignments will be included in the LMS or on assessments briefs.

It is your responsibility to ensure that you submit assignments on time and at the appropriate place.

PLEASE NOTE – we would strongly recommend that it is always better to submit your assignment on time even if you feel that you could have done better or might have needed a ‘few more hours to finish it off’. Work which is submitted late will get a zero-grade.

Module lecturers will normally give out assignment details with plenty of time before submission to allow you to manage your time and develop your assessment. It is always advisable to start early on assignments, create early drafts, so that if just before submission something adverse happens you do have draft to hand-in.

Finally, of course, it is good practice to keep a hard or (backed-up) electronic copy of draft assignments just in case computers crash. Similar keep a copy of all submitted assignment just in case it gets lost, then you will have the receipt to prove that you handed it in, and a copy to replace what has been lost.