FINAL HONOUR SCHOOLS OF MATHEMATICS, MATHEMATICS & STATISTICS, OXFORD MASTERS IN MATHEMATICAL SCIENCES

PART C 2020

Notice to Candidates offering a Mini-Project in Statistics

SC8 Topics in Computational Biology

This course is assessed by mini-project which has a weighting of one unit. USM marks will be assigned to mini-projects with the same meaning as regards class boundaries as in the written papers and with reference to the qualitative descriptors in Appendix F of the Part C Examination Conventions available at https://www.stats.ox.ac.uk/student-resources/bammath/examinations/.

Mini-project assignments may be collected from the Academic Administrator Room G.09 of the Department of Statistics after 12 noon **on Friday week 8 Hilary Term(13 March 2020).**

TWO COPIES of your mini project should be handed in at the Examination Schools by the deadline of 12 noon on Monday of week 2 of Trinity Term (4 May 2020).

Each mini-project is designed to take you about 3 days' work. You may, however, need an extra day for background reading. Your mini-project should not normally exceed 20 pages, and 10 pages would be more typical. Mini-projects may be printed double-sided.

The mini-project assignment will contain an outline of the marks available for each part of the mini-project. Each mini-project will be marked independently by two examiners or assessors. A USM mark in the range 0−100 will be awarded.

If a problem arises, please consult one of your college tutors in the first instance. Tutors will not be able to help you answer the mini-project, but they may be able to help you with your planning. They may consult the examiners on your behalf if they feel that some clarification of the mini-project assignment is necessary, and may inform the examiners (through your college and the Proctors) of any factors (e.g. illness) that may affect you. You should not make direct contact with the course lecturer, the class tutor(s) or the examiners.

The copies of your mini-project should be identified by your candidate number only and should be submitted in an envelope addressed to the *Chairman of Examiners, FHS Mathematics and Statistics Part C.* Please make sure that you do not write your name or college on any part of your work, but you should put your **candidate number** on every page.

You also need to complete a Declaration of Authorship. Please use the form for dissertations. This should be included in the envelope with the copies of your mini-project. This declaration will be removed by the Chairman of Examiners, and the assessors of your work will not be able to identify you.

In the same envelope, a **PDF version of the mini-project**, on CD or USB stick, identical to the hard copy, must also be submitted. The examiners intend that the electronic copy of your mini-project will be screened by Turnitin for plagiarism.

Please note that it is important that both the hard copy and the electronic copy are submitted on time. You will be asked to confirm on the declaration of authorship that the work you are submitting electronically is identical in content with the hard copy.

Penalties for late or non-submission of coursework

It is important that you submit your coursework on time. You should be aware that the formal consequence of missing the deadline for handing in your coursework is withdrawal from the examination as if you had failed to take a written paper at the appointed time. At the very least, a penalty can be imposed for late submission. See below for fuller details. You are advised to consult the Senior Tutor of your college if for good cause you are unable to meet the stipulated deadline.

Note in particular that the Proctors do not look sympathetically on requests in university examinations for late submission of project reports, theses etc. on the grounds that back-up copies of data were not made or were stolen along with a computer. If you have important data on a personal computer or removable media, then make back-up copies and keep these safe.

Late submission of Part C coursework will normally result in the following penalties: Where permission for late submission has been granted by the Proctors, no penalty will be imposed.

Where permission for late submission has not been granted by the Proctors, the normal penalties based on a submission deadline of Monday 12 noon are as follows:

Lateness	Cumulative mark penalty
Up to 4 hours	1
4-24 hours	10
24-48 hours	20
48-72 hours	30
72 hours – 14 days	35
More than 14 days late	Fail

The final mark cannot be negative, it is truncated at zero if necessary.

The cumulative penalty above would be deducted from the dissertation mark, when the coursework mark is expressed out of 100. For example, if a student submits a dissertation 20 hours late, and that coursework in itself is worth 65 marks, then the penalty above means that s/he loses 10 marks and so the final mark is 55.

Where permission for late submission has not been granted by the Proctors and the coursework is over 101 hours late, the Examiners would refer the case to the Proctors for guidance as to what penalty to impose.

I would like to remind you of the importance of avoiding plagiarism or any suspicion of plagiarism, as explained in the 'Guidance Notes' on 4th year dissertations, which can be found at http://www.stats.ox.ac.uk/student-resources/bammath/projects/

Professor James Martin
Chair of Examiners
February 2020

Attached to this notice: Declaration of Authorship form

FHS MATHEMATICS AND STATISTICS PART C
DECLARATION OF AUTHORSHIP

Please submit the completed form with the copies of your dissertation:

Name (in capitals):   **Candidate number:**

College (in capitals):   **Supervisor:**

Title of dissertation (in capitals):

Word count:

Please tick to confirm the following:

I have read and understood the University's disciplinary regulations concerning conduct in examinations and, in particular, of the regulations on plagiarism (The University Student Handbook Section 8.8; available at https://www.ox.ac.uk/students/academic/student-handbook).	☐
I have read and understood the Education Committee's information and guidance on academic good practice and plagiarism at http://www.ox.ac.uk/students/academic/guidance/skills?wssl=1	☐
The dissertation I am submitting is entirely my own work except where otherwise indicated.	☐
It has not been submitted, either partially or in full, for another qualification of this University (except where the Special Regulations for the subject permit this), or for a qualification at any other institution.	☐
I have clearly signalled the presence of all material I have quoted from other sources, including any diagrams, charts, tables or graphs.	☐
I have clearly indicated the presence of all paraphrased material with appropriate references.	☐
I have acknowledged appropriately any assistance I have received in addition to that provided by my supervisor.	☐
I have not copied from the work of any other candidate.	☐
I have not used the services of any agency providing specimen, model or ghost written work in the preparation of this dissertation. (See also section 2.4 of Statute XI on University Discipline under which members of the University are prohibited from providing material of this nature for candidates in examinations at this University or elsewhere: http://www.admin.ox.ac.uk/statutes/352-051a.shtml).	☐
I agree to my work being screened for plagiarism using the Turnitin software https://weblearn.ox.ac.uk/portal/hierarchy/skills/plag/page/about_turnitin	☐
The dissertation I am submitting is identical in content with the electronic copy of the dissertation submitted for screening. I agree to retain an electronic version of the work until the publication of my final examination result.	☐

Candidate's signature: Date: