



DEPARTMENT OF
**COMPUTER
SCIENCE**

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**FHS of COMPUTER SCIENCE
FHS of COMPUTER SCIENCE & PHILOSOPHY and
FHS of MATHEMATICS & COMPUTER SCIENCE**

PART A and B EXAMINATIONS

REQUIREMENTS - MICHAELMAS TERM 2023

NOTICE TO CANDIDATES

Full particulars of the examinations are given in the [Examination Regulations](#), and the Examination Conventions for 2023-24 will be found at <http://www.cs.ox.ac.uk/teaching/examinations/>.

This notice gives information about what to submit, and when, and guidelines for the mini-project (Appendix A).

1. Submitted Mini-project(s)

Release Date

The **Requirements** mini-project (take-home assignment) can be downloaded from [Inspera](#) from 12:00 noon (UK time) on the date shown:

Friday of week 8, Michaelmas Term (1st December 2023):

Submitting a mini-project

Mini-projects must be submitted online through [Inspera](#). We do not accept printed copies.

Important! Please note:

- **Your candidate number must be the only means of identification of your work.**
- **Include your candidate number on the front page of the mini-project submitted.**
- **DO NOT include your name or Student Number.**

You can obtain your candidate number through Student Self Service (for guidance on using the Student Self Service, please visit: <http://www.ox.ac.uk/students/selfservice/>). Should you encounter any problems doing this then please contact academic.administrator@cs.ox.ac.uk.

Once mini-projects have been published, they are not to be shared or discussed with other students or anybody else. Please note that where mini-projects are set for candidates studying a different degree programme, the material covered in the mini-project may be similar, but need not be identical.

Submission Date

Submission Date: 12.00 noon, Wednesday 3rd January 2024



Guidelines for mini-projects

Please refer to [Appendix A](#).

2. Late submission or failure to submit coursework

Under the provisions permitted by the regulations, late submission of coursework (i.e. mini-projects) where there are no extenuating circumstances may result in the following penalties:

Lateness	Cumulative penalty
Up to 12 hours	10 marks
12 – 48 hours	20 marks
48 – 72 hours	30 marks
72 – 96 hours	40 marks
96 hours – 14 days	50 marks
More than 14 calendar days after the notice of non-submission	Fail

3. Practicals

There are no practicals for Requirements. You will be required to submit your practical work for your other courses in one bundle in Trinity Term. Details of the submission date and time will follow in Hilary Term. You should get your practicals signed off in the last session of term.

Please remember that you need to obtain an overall pass in your practicals to be able to pass Part A and B. See the [Conventions](#) for details.

4. Problems

You **MUST NOT** contact any member of the Examination Board, your supervisor, or lecturer in charge of the course with any queries about the mini-project. Please address any such queries to a member of the academic admin team (academic.administrator@cs.ox.ac.uk), who will advise you of the next steps. You must do so no later than **12 noon on Friday 15th December 2023**.

For questions about your exams in general, please feel free to contact any member of the academic administration team. academic.administrator@cs.ox.ac.uk

*Professor Edith Elkind
Chair of Examiners
Final Honour Schools of Computer Science, Part B
Computer Science & Philosophy, Part B
Mathematics and Computer Science, Part B*

November 2023



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Appendix A

A mini-project will normally take the form of a tutorial sheet containing several questions on the course, and will also contain new exercises. While you are free to work until the submission date, the expectation is that you will spend between three and four days per mini-project, including preparatory reading.

1. If you plan to complete your mini-projects away from Oxford, make sure that you have access to adequate computing resources, including email.

Please note that some of your mini-projects have page limits, as set out in your student handbook. If there is no page limit, you should aim at writing about 10 pages.

2. If you think you will have trouble with completing the mini-project, and want to drop it, discuss this with your college tutor. If you do decide to drop the mini-project, make sure you advise academic.administrator@cs.ox.ac.uk and the tutor of the relevant class **before 27th November**. The same applies if you change your mind about which mini-projects you want to take, or if you want to complete an additional one.
3. When submitting your mini-projects, you will have to complete a Declaration of Authorship attesting that they are your own work, except where indicated. For assessed work submitted online, the declaration will be an on-screen form. Failure to correctly acknowledge your sources is plagiarism, which is treated as a very serious disciplinary offence. Please consult the [University website regarding plagiarism](#), and the detailed guidance on plagiarism in your [student handbook](#).

YOU SHOULD NOT show your mini-project to, or discuss it with, any other student.
YOU SHOULD NOT ask or seek to look at anybody else's work.

Please note that where mini-projects are set for candidates studying a different degree programme the material covered in the mini-project may be similar, but need not be identical.

If you use material from any other source such as textbooks, lecture notes or the web, then you should reference it explicitly at the relevant point. For guidance on proper referencing see the resources below, and discuss with your tutor.

<https://www.ox.ac.uk/students/academic/guidance/skills>
<http://www.cs.ox.ac.uk/files/3161/Referencing.pdf>