



Universidad  
de Alcalá

# TEACHING GUIDE

## Degree Final Project

**Degree in**  
Information Systems Engineering

**Universidad de Alcalá**

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**Academic Year 2022/2023**

4<sup>th</sup> Year

## TEACHING GUIDE

Course name:	<b>Degree Final Project</b>
Code:	<b>581008</b>
Degree in:	<b>Information Systems Engineering</b>
Department and area:	<b>Anyone participating in the degree</b>
Type:	<b>Compulsory</b>
ECTS credits:	<b>12</b>
Year and semester:	<b>4th Year, First and second semester</b>
Teachers:	<b>Any teacher belonging to the departments participating on the degree.</b>
Tutoring schedule:	<b>To be determined with the teacher</b>
Language:	<b>Spanish/English</b>

### 1. PRESENTATION

The curriculum of the degrees in Computer Science Engineering (BOE no. 58, march 2011), Computer Engineering (BOE no. 71, march 2010) and Information Systems (BOE no. 71, march 2010) of the University of Alcalá establishes the course “Degree Final Project” as a compulsory course in the fourth year with a total of 15 ECTS credits.

The degree project is an original, autonomous and individual work of the student. It must consist in a project in the field of the specific technologies of the Computer Engineering, of a professional nature, and in which the student applies and develops the competences acquired during the career, constituting a final proof of maturity before moving on to the professional field, and providing its realization an opportunity for the development of his/her creativity. The term “original” means that by no means the work can be plagiarized and should not have been previously presented by any other student, not being necessary to be an unpublished work.

It will be done under the guidance of a tutor. Each student must submit a report describing precisely what this work consisted of, and defend the work done before a court. The report may be presented in Spanish or English.

In addition to what is established in the Verifica report published by the University of Alcalá for these grades (<http://www.uah.es/escuela-politecnica/escuela/garantia-calidad.asp?capa=memoria>), the development of the Degree Final Project will be also governed by the regulations of the University of Alcalá, approved by the governing council on March 24, 2011 and modified by the same Council on March 21, 2013, and also by the specific regulations of the Higher Polytechnic School.

For the completion of the Degree Final Project, it is recommended that the student has passed all the basic subjects, those common to the telecommunication branch and those of specific technology directly related to the objectives of the project to be developed.

## 2. SKILLS

### Basic and generic skills:

CG9 – Capacity to solve problems with initiative, decision taking, autonomy and creativity. Capacity to communicate and transmit the knowledge and skills of the profession of Informatics Technical Engineering.

CB1 – That the students have demonstrated to possess and understand knowledge in an area of study that starts from the base of secondary education, and is usually at a level that, although supported on advanced textbooks, also includes some aspects that imply knowledge from the forefront of this field of study.

CB2 – That the students know how to apply their knowledge to their work or vocation in a professional manner and have the skills that are usually demonstrated through the elaboration and defence of arguments and the resolution of problems within their area of study

CB3 - That students have the ability to gather and interpret relevant data (usually within their area of study) to make judgments that include a reflection on relevant issues of a social, scientific or ethical nature.

CB4 - That students can transmit information, ideas, problems and solutions to a specialized and non-specialized public

CB5 - That students have developed those learning skills necessary to undertake further studies with a high degree of autonomy.

### Cross curricular skills

TRU1 – Analysis and synthesis skills.

TRU2 – oral and written communication skills.

TRU3 – Information management skills.

TRU4 – Autonomous learning.

### Specific skills

CTFG1 – Original exercise to be carried out individually and presented and defended before a university court, consisting of a project in the field of Computer Engineering as a specific technology of Computer Engineering, of a professional nature in which the competences acquired in the teachings are synthesized and integrated.

## Learning outcomes

Upon successful completion of this course, students will be able to:

- RATFG1. Adequately interpret the characteristics of a project in the corresponding field (computers, information technology or systems), understand them and design an approach to the problem with creativity and own initiative.
- RATFG2. Develop related projects in the corresponding field with the appropriate quality standards.
- RATFG3. Transmit the information and results of an engineering project orally and in writing.
- RATFG4. Define all regulatory aspects of projects in the specific field.
- RATFG5. Integration of the competences acquired in the teachings in the development of a project in the corresponding field.
- RATFG6. Search and manage the necessary information to respond to the challenges posed by a project in the corresponding field.
- RATFG7. Plan the tasks to be carried out for the development of a project in the corresponding field.
- RATFG8. Prepare reports and reports of scientific-technological quality, describing in a clear and structured way, an industrial technical engineering project, the necessary bibliographical references, an evaluation of the results and a proposal for improvements..
- RATFG9. Present and defend a project in the corresponding field
- RATFG10. Work autonomously, looking for feasible solutions to the problems encountered.

## 3. CONTENTS

The content of each project will be initially defined in the preliminary draft approved by the department in which the work is carried out. The final report will reflect the adequate development of that content, which will have to be adjusted to the 12 ECTS credit load corresponding to the Degree Final Project.

According to the regulations of the Higher Polytechnic School on the realization of the Degree Final Projects, these should be framed in one of the following types:

1. Design and realization (partial or total) of an application or computer system or original engineering that constitutes a contribution to engineering techniques.
2. Preparation of a computer or engineering project consisting of a set of sections that allow the manufacture or installation of a system or a series of them
3. Theoretical study of a computer system or engineering, material or computer technology or advanced engineering, of interest for its novelty, recent implementation, etc. and that has a practical application
4. Work developed in official centers or companies, national or foreign, by virtue of agreements or agreements to that effect. For this modality it will be

necessary to have an additional tutor (co-tutor), belonging to the institution where the project will take place. Since external practices are a subject in the curriculum, the memory of practices cannot be used as a Degree Final Project, without prejudice to the existence of a thematic relationship, in accordance with the requirements established in this regulation.

5. Research projects proposed by professors belonging to the departments, Research Groups or Business Chairs.
6. Experimental, theoretical or review work and bibliographic research related to the degree, which may be developed in departments, Centers of the University of Alcalá or in the scope of the Research Groups and Business Chairs.
7. Other works, theoretical or practical, that correspond to the offers of the departments or of the students themselves, not adjusted to the previous modalities.

## 4. TEACHING-LEARNING METHODOLOGIES. FORMATIVE ACTIVITIES.

### 4.1. Credits distribution

Number of on-site hours:	Those agreed between the student and the tutor (Scheduled and follow-up tutoring hours)
Numbers of hours of student work:	300 h, including on-site hours
Total hours	300 h

### 4.2. Methodological strategies, teaching materials and resources

The training activities of this subject focus on the personal work of the student, which will include as many tasks as are necessary for the fulfilment of the objectives of the Degree Final Project: documentation, field and laboratory work, writing of the final report, presentation of results.

The student will perform the tasks under the supervision of his tutor. Apart from the support provided by the tutor, the departments may authorize the student to access the laboratories needed to develop the project, provided they have an approved draft and are in the phase of conducting the Degree Final Project.

The means necessary to carry out the Degree Final Project can be financed by:

1. The department to which the tutor is assigned or any other of the university interested in the development of the system.
2. Any company, organization or institution interested in the exercise carried out.
3. The student himself.

The report presented by the student must comply with the rules of format and content, and in general all those defined in the regulations on TFGs of the Higher Polytechnic School.

## 5. ASSESSMENT: procedures, evaluation and grading criteria

### 5.1. Evaluation criteria

The objective of the evaluation process is to assess the degree and depth of the competences acquired by the student.

For the evaluation of the competences and of the learning results described above, the following evaluation criteria will be used:

#### **Related to the Project carried out:**

- CE1. Integrates the skills acquired in the teachings.
- CE2. Solves problems with initiative, decision making and creativity.
- CE3. Has the capacity to handle mandatory specifications, regulations and standards
- CE4. Develops projects related to the corresponding engineering with the appropriate quality standards
- CE5 Defends a project in the field of the corresponding Engineering.

#### **Related to the development of the work:**

- CE6. Finds the information necessary to carry out the work and analyses it to extract the one that is of interest.
- CE7 Synthesizes the information obtained from different sources and the own knowledge in a global and structured vision of the "state of the art" of the project, correctly referencing the information obtained from third parties.
- CE8 Demonstrates initiative, ability to make decisions and autonomous learning ability.
- CE9. Plans the work, and is able to follow the planning and analyse and justify possible deviations on planning.

#### **Related to the oral exposition:**

- CE10. Orally exposes the contents of the work with precision and clarity and in the proper order to facilitate understanding
- CE11 Uses the appropriate vocabulary in each circumstance making proper use of the technical lexicon when necessary.
- CE12. Shows empathy with the audience by transmitting security in what is said using the appropriate tone and volume.
- CE13. Makes the work exhibition in the time available for it.

### **Related to the presented report:**

- CE14. The memory follows the expected structure for an engineering project taking into account the guidelines set by the regulations.
- CE15. The memory is written treating the different topics with the necessary depth and adequately referencing the sources of information.
- CE16. When the memory describes a system, product, prototype, ... realized, the content of this one coincides with the system, product, prototype, ... developed.
- CE17. The memory is written clearly, using appropriate vocabulary and with good use of spelling and grammar rules.

## **5.2 Procedures**

Both for the ordinary and the extraordinary call, the evaluation instruments that will be used to measure the degree of acquisition of the learning outcomes are those detailed below:

- Project and development of the work: Work developed by the student in the different stages of development of the Degree Final Project described in the Preliminary Project.
- Memory: Scientific-technological quality of the developed memory, as well as making a memory that respects the norms of format and contents that are detailed in the regulations of the Higher Polytechnic School.
- Oral presentation: Presentation and defence of the work carried out and the results obtained.

In the case of not passing the subject in the ordinary call, the student may submit to the extraordinary call, presenting a new memory and, where appropriate, a new application, device or system, or a new version thereof that includes the modifications and improvements recommended by the board in the ordinary call.

## **5.3 Grading criteria**

In accordance with the evaluation criteria described above, the qualification of the Degree Final Project, both in the ordinary and in the extraordinary call, will be carried out in accordance with the attached rubric.

With regard to the rubric, the maximum weights proposed for each block (5 points, 2 points and 3 points) are for guidance purposes. It is the court that, depending on the nature of the work, will establish those weights, as well as decide if the weights and grades are detailed for each evaluation criterion, or globally for each block.



## 6. BIBLIOGRAPHY

Specific for each Degree Final Project.

## Tutor's report on the Degree Final Project

Mr./Mrs./Ms. \_\_\_\_\_, tutor of the final degree project:

“ \_\_\_\_\_ ”, made by

Mr./Mrs./Ms. \_\_\_\_\_, hereby  
issues the following report on the aforementioned work.

Favourable

Unfavourable

COMMENTS (**ONLY** must be included if the report is unfavourable):

Alcalá de Henares, \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_\_.

Signed: \_\_\_\_\_.

Degree Final Project defence act

Degree Final Project defence record. Academic year \_\_201\_\_ / \_\_201\_\_

**Title:**

**Author:**

**DNI/Passport:**

**Degree:**

**Tutor:**

**Cotutor (if applicable):**

**Department:**

**The court has decided to grant the qualification of:**

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**Proposed for Honours \* (mark with an X)**

YES

NO

\* The Court may propose for a distinction of Honours a Degree Final Project with an outstanding qualification. The student who accepts this proposal, voluntarily resigns to the request of issuance of the Graduate Degree until the end of the academic year, at which time the grant of Honours is resolved

*Alcalá de Henares, ....., ....., .....*

<b>President</b>	<b>1<sup>st</sup> Vocal</b>	<b>2<sup>nd</sup> Vocal</b>
<b>Signed:</b>	<b>Signed:</b>	<b>Signed:</b>

## RUBRIC FOR THE EVALUATION OF THE DEGREE FINAL PROJECT

Learning outcomes	Evaluation criteria	Weight	Qualif.	Comments of the court
<p>BLOCK 1: Project</p> <ul style="list-style-type: none"> <li>• Project related to the corresponding field with the appropriate quality standards (RATFG2)</li> <li>• Regulatory aspects of projects in the specific field (RATFG4)</li> <li>• Integration of the acquired competences (RATFG5)</li> </ul>	<ul style="list-style-type: none"> <li>• Integrates the skills (CE1)</li> </ul>			
	<ul style="list-style-type: none"> <li>• Initiative, decision-taking and creativity (CE2)</li> </ul>			
	<ul style="list-style-type: none"> <li>• Handle specifications, regulations and standards (CE3)</li> </ul>			
	<ul style="list-style-type: none"> <li>• Project with the appropriate quality standards (CE4)</li> </ul>			
	<ul style="list-style-type: none"> <li>• Defends a project in the field of the profession (CE5)</li> </ul>			
	<p><b>Maximum weight / Qualification (Suggested maximum weight 5 points)</b></p>			
<p>BLOCK 2: Development of the work</p> <ul style="list-style-type: none"> <li>• Interpret, understand and design an approximation to the problem with creativity and initiative. (RATFG1)</li> <li>• Work autonomously (RATFG10)</li> <li>• Search and manage the necessary information to respond to the challenges posed by the project (RATFG6)</li> <li>• Task planning (RATFG7)</li> </ul>	<ul style="list-style-type: none"> <li>• Information search (CE6)</li> </ul>			
	<ul style="list-style-type: none"> <li>• Synthesize the information, global vision and state of the art (CE7)</li> </ul>			
	<ul style="list-style-type: none"> <li>• Initiative, decision-taking capacity and self-learning (CE8)</li> </ul>			
	<ul style="list-style-type: none"> <li>• Planification of the work. Analysis/Justification of deviations (CE9)</li> </ul>			
	<p><b>Maximum weight / Qualification (Suggested maximum weight 2 points)</b></p>			

<p>BLOCK 3: Report and oral presentation</p> <ul style="list-style-type: none"> <li>• Transmit information, oral and writing (RATFG3)</li> <li>• Quality of the report, state of the art, results and their interpretation, future lines of work (RATFG8)</li> <li>• Presentation and defence (RATFG9)</li> </ul>	• The report follows the format regulations (CE14)			
	• Report written with enough depth and good references (CE15)			
	• Report and work coincide (CE16)			
	• Report written clearly (CE17)			
	• Good, precise and correct oral presentation (CE10)			
	• Adequate use of the vocabulary in the presentation (CE11)			
	• Social aptitudes (CE12)			
	• Presentation adjusted to the time (CE13)			
	<b>Maximum weight / Qualification (Suggested maximum weight 3 points)</b>			

**Note 1:** With regard to the rubric, the maximum weights proposed for each block (5 points, 2 points and 3 points) are for guidance purposes. It is the court that, depending on the nature of the work, will establish those weights, as well as decide if the weights and grades are detailed for each evaluation criterion, or globally for each block

**Note 2:** Block 2 will be evaluated mainly by the tutor.

## **Disclosure Note**

The University of Alcalá guarantees to its students that, if due to health requirements the competent authorities do not allow the total or partial attendance of the teaching activities, the teaching plans will achieve their objectives through a teaching-learning and evaluation methodology in online format, which will return to the face-to-face mode as soon as these impediments cease.