

Assignment Submission Standard

Expectations for CST8877

The purpose of this standard is to clarify the assignment requirements, simplify the grading process, and reduce student uncertainty.

- No assignment can include hand-written material, including changes written onto printed output, except for brief hand-written identification of test cases on the output keyed to the Test Plan (light editing of the output is preferred).
- All material must be printed on white 8½ by 11 inch paper in black by a printer in good condition, either ink-jet or laser or another printer of comparable print quality.
- If a submission cannot be read, it cannot be marked.

Packaging

If the lab is submitted in an envelope (not usually required), it must be submitted in an unsealed page size paper envelope (9 by 12 inches) that is labeled with the following information:

- Student name and number
- Course name and number
- Assignment number (and name, if assigned)
- Lab Section
- Professor's Name
- Submission Date

Online submission (e.g. directory, email, USB, Blackboard)

Submissions are normally done as paper documents, but may be requested online:

- A submitted file must have a filename that clearly identifies the student (for example, it includes the userid) or the project team (team name or number)
- A Linux/Unix file submitted to a shared directory must have **rw-** permissions set for Other
- A Linux/Unix file submitted by USB or diskette must have **rw-** set for the User and be placed into the required directory
- A submitted **tar** file must have internal file permissions set to **rw-** for User, or **rwX** for directories

Cover Page

All assignment submissions must begin with a cover page section with the following information:

- Student name and number
- Professor's name
- Assignment number (and name if any)
- Due date of assignment
- Course name and number
- Submission date of assignment
- Lab section number
- Table of contents (list of files / listings in order; page numbers are not required)

Analysis and Design Document

This is a separate document (and a separate file) from any program listing. It may be required to be submitted before the program itself is written so that it can be approved before coding begins.

- Problem Statement (the Requirements of the problem to be solved).
- Your analysis of the problem and your projected solution.
- For scripts only, the Problem Description Language (PDL) description of the problem solution (the WHAT of the solution — the HOW is the actual script).
- Data Dictionary (list of key variables, their type, and their purpose) with valid ranges, if appropriate, for scripts only.
- [Optional] Structure charts, flow charts, hierarchy diagrams or other visual aids (to assist in understanding the problem solution).
- Detailed Test Plan (showing both test input and expected result for each test case).
- Samples of script output (design of script output if it needs clarification), for scripts only.

FILE HEADER (one per script file)

A complete script may include several source files, each of which requires a File Header.

Item	Comments
• Big Separator	##### to page width
• Filename	But not the path unless it's essential
• Version	Program version number (change history)
• Author/Student Name(s)	
• Student Number(s)	
• Course Name and Number	
• Lab Section(s)	If the Course Section is not implied, include it as well
• Assignment Number	As provided by the instructor
• Assignment Name	If the instructor has given it a name
• Due Date	
• Submission Date	
• Professor's Name	
• Purpose	A brief prose description for the file, just a line or two.
• Big Separator	##### to page width

FUNCTION HEADER (one per script function)

By necessity a Function Header must be created for each function that is written as part of the complete assignment. The Function and File headers may be combined if the file contains only a single script.

Item	Comments
• Big Separator	##### to page width
• Function name	
• Purpose	A brief description
• Function Inputs	Arguments and parameters
• Function Outputs	Returned value(s)
• Version	Function version (change history)
• Author/Student Name	Or attribution if not written by the student
• Big Separator	##### to page width

Sample Submission

The typical assignment submission should include each of the items below; the script-only items are underlined:

- Cover Page
 - Table of Contents
- Program Analysis and Design document
 - Problem Statement
 - PDL by function or script
 - Data Dictionary by function or script
 - Sample output
 - Optional diagrams or flowcharts
 - Detailed Test Plan
- Script source file listings
- User documentation
- Test results (lightly edited **script** output)

Marks are awarded for more than simply a working assignment. Each item above may receive marks if well done, or lose them if omitted or of poor quality. Even grammar and spelling matter, although they are not usually graded specifically.