Quick guide to group projects

Project Qualifications allow students to undertake a project by themselves or as part of a group.

If students are working on a group production or event project they must still define their individual role and tasks carried out within the group, and use this as the basis for their Production Log. Although the overall end product may be the same for all students, it is important that students are assessed on their individual contribution and not as a group.

A group should contain no more than four students and each Production Log must declare all students involved under Part B: Supervisor’s comments on candidate proposal.

Common mistakes with group projects

Submitting a photocopied Production Log for all students:

It is frequently the case that students submit projects containing largely identical material to other group members and there is little to evidence what their individual contribution has been.

Students must complete their own Production Log so that each student’s individual development can be assessed.

In addition, supervisors should not provide generic advice and comments for all students as each student’s skills and abilities are different. It is possible for the students in a group to have different supervisors which will allow the supervisor to focus on the individual when offering advice and marking the project, rather than viewing it as a collective effort.

Students focusing on the group effort:

It is common for students to use the phrase ‘we’ within their Production Logs and to focus on the joint aims and end product of the team. Students who do not make their role clear put themselves at a disadvantage. Supervisors need to ensure that students fully understand the need to focus on their individual contribution to the group project and this should be discussed at the initial planning stage. To provide students with the opportunity to explore how they are able to contribute individually to the group project, supervisors should advise the group to assign individual duties and responsibilities to each member.

Students collaborating to produce one written research-based report:

Students need to complete their own report in order for the moderator to ascertain exactly what each student has done. Reports that are produced as a joint effort mean that it is impossible to tell exactly what each student has contributed. Students wishing to work as a group should be advised that it is imperative that each of their individual contributions is explicit and identifiable in the final outcome.
Completing a group presentation:

The presentation is a key element within the project qualification as it allows students the opportunity to provide evidence for all assessment objectives. A group presentation would constrain each student’s ability to fully demonstrate their understanding of the process that they have undertaken in completing the project, and to reflect on their own performance. It is important, therefore, that each student produces their own presentation and has a separate question and answer session with individual targeted questioning to draw on their unique project journey. See the Quick guide to the presentation for more information on the presentation element of the project qualifications.

What support is there to help me with the group project?

We can provide support in a number of ways, including:

• your allocated project adviser
• the Projects team on projects@qaa.org.uk and 0161 957 3980