

LESSON 110

Final Submission and Best Practices

80 minutes (2 periods)

Coursework Project Preparation

Outcome 1.22

Outcome 1.23

Outcome 2.19

Outcome 2.20

Outcome 2.21

Outcome 2.22

WHAT THIS LESSON DOES

Please note: this module follows the 2026 project brief, whose theme was forests. The State Examinations Commission publishes a new brief each year, with its own theme and its own dates. These lessons will be updated once this year's brief is published. Check the current brief on the SEC website before you begin. In this lesson, you will prepare your project for final submission by creating a zipped file with Report and Artefact folders, anonymising data for GDPR compliance, testing offline on a separate device, completing the signed SEC Authentication Form P.2, avoiding common pitfalls, and retaining a secure school backup.

CURRICULUM OUTCOMES

Outcome	What the specification asks for
1.22	read, write, test, and modify computer programs
1.23	reflect and communicate on the design and development process
2.19	test solutions and decisions to determine their short-term and long-term outcomes
2.20	identify and fix/debug warnings and errors in computer code and modify as required
2.21	critically reflect on and identify limitations in completed code and suggest possible improvements
2.22	explain the different stages in software testing

WHAT STUDENTS SHOULD BE ABLE TO DO

- Prepare a complete project submission in a single .zip file adhering to specified structure and rules.
- Ensure all project files are virus-free, GDPR compliant, and fully accessible offline.
- Test the report and artefact functionality on a disconnected device to verify usability.
- Complete and obtain signatures on the SEC Authentication Form P.2 for project validation.
- Identify and avoid common submission pitfalls to prevent penalties or mark forfeiture.

BEFORE THE LESSON

- Have blank SEC Authentication Form P.2 copies ready, and check the school circular for the naming convention and the current submission deadline before you quote either to the class.
- Arrange access to a second device that was not used for the projects, plus USB keys, so students can genuinely test their zip offline.
- Confirm a working virus scanner is available on the room's machines.

Final Submission and Best Practices

HOW THE LESSON RUNS

Objectives

Exact Submission Rules from the Brief

Confirm Your Folder Structure

Anonymise Data and Check GDPR

Virus Check and Offline Testing

Common Pitfalls to Avoid

Authentication Form P.2

Create Backup and Submit

Checklist for Submission

TEACHING MOVES

- 2. Exact Submission Rules from the Brief. Read the two-subfolder rule aloud and stress it is exact: Report and Artefact only, nothing else. Point out that report content must be fully local, no online hosts, or the examiner cannot open it.
- 3. Confirm Your Folder Structure. Have each student open their folder on screen and name their main program file to you before moving on. If they used a non-Python or non-JS language, check it is included and explained in the report.
- 4. Anonymise Data and Check GDPR. Make them open every data file and the video, not just the code. Names, emails and identifiable faces hide in test data and screen recordings. Voiceover only, no visible people.
- 5. Virus Check and Offline Testing. This is the step that saves them. Insist on a genuinely disconnected, different device. Watch index.html, the video and any links open with no internet. A repo link that works online is worthless here.
- 6. Common Pitfalls to Avoid. Read the word and video limits precisely: 2500 words, five minutes, one gigabyte. Ask each student to confirm they are under all three. Online-hosted content and wrong structure are the two that most often forfeit marks.
- 7. Authentication Form P.2. Explain the three signatures: student for authentic work, teacher for supervision, principal for process. Get student signatures done in class so only the principal signature remains outstanding.
- 8. Create Backup and Submit. Have students produce a second full copy of the zip and leave it retained in school. Hand the submission copy to you for portal upload. Do not rely on a single device.

WHAT TO WATCH FOR

- Students assume a report that opens perfectly on their own machine will open for the examiner, when it actually depends on a live internet link, a hosted video, or a file path only present on their computer. Enforce the offline test on a separate disconnected device. If anything fails to load there, it fails for the examiner. Fix it before submission, not after.
- Students treat GDPR as only about the written report and leave real names or faces in test data, code comments or the video. Have them scan every file type, including the video, and replace real data with anonymised versions. Voiceover instead of on-camera people.
- Students add extra folders or loose files at the top level, breaking the exact Report plus Artefact structure. Unzip a fresh copy in front of them and confirm exactly two subfolders and nothing else. Anything extra gets moved inside or removed.

DIFFERENTIATION

- Emerging: Sit with the student and do the offline test together step by step, from zipping to opening index.html on the second device. Give them the checklist step as a live tick-list to work through with your confirmation at each line.
- Developing: Ask them to explain back why an online-hosted video would fail before they check their own, so the reason sticks rather than the procedure.
- Proficient: Have them help verify a peer's folder structure and offline test, articulating each rule as they check it. Ask them to draft a short note in their report explaining any non-standard language choice, as an examiner would expect to see it justified.