

Subject: Composition and Modern English II  
Subject Code: ENG1102

## FINAL PROJECT NOTIFICATION

Write a report to your class teacher on the habits of using social media among your classmates. In your report, you should:

- describe their social media usage habits (name of social media used, place, time, frequency, duration, purposes of usage, etc.).
- identify the classmate's opinions on the impacts of using social media on their studies and their level of enjoyment when using social media.
- suggest some ways to use social media appropriately and beneficially.

**Note: Questionnaires must be used as one of the instruments to collect data.**

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## REQUIREMENTS

**1) Format:** the assignment must be written in the form of a business report. Marks are deducted in case the paper does not follow the required format.

- APA Referencing System must be used. *A zero will be given to a paper that does not incorporate proper in-text citations and a list of references.* Please refer to the Guide to APA Referencing provided for further information.
- Alignment: Justified
- Font: Times New Roman, 12 pt.
- Page setup:
  - o Top: 2 cm
  - o Bottom: 2 cm
  - o Left: 3 cm
  - o Right: 2 cm
  - o Header: 1.5 cm. The header must include the subject code (ENG1102)
  - o Footer: 1.5 cm. The number of page(s) must be inserted in the footer.
- Line spacing: 1.5

**2) Length:** the report must be between **800-1000** words. Total word count must be added at the end of the assignment.

**3) Marking criteria and weighting:**

- o Clear description of the situation (/2.5)
- o Objective presentation and analysis of relevant information (/3.5)
- o Appropriate style – formal and objective (/0.5)
- o Correct spelling and punctuation (/0.5)
- o Appropriate and varied vocabulary (/1.0)
- o Accurate grammar and varied sentence structures (/1.0)
- o Proper format and citing of references (/1.0)

**4) Submission:** The soft copy and hard copy of the assignment must be submitted to **your class teacher in the last lesson of the course**. The file must be named in the following format: **ENG1102.Student's full name.doc**. (Ex. **ENG1102.NguyenVanAn.doc**).

**5) Score reduction:** a reduction of score will be applied in each of the following cases:

- Plagiarism (a zero will be given to the plagiarized paper).
- Late submission of the assignment:
  - o For assignments 1 to 5 days late, a penalty of 10% of total available marks per day will apply.
  - o For assignments more than 5 days late, a penalty of 100% will apply.
- Failure to submit the hard copy (a zero will be given in this case).
- Failure to submit the soft copy of the assignment. In this case, a penalty of 20% of total available marks will be imposed.
- The soft copy is not named in the way requested. In this case, a penalty of 20% of total available marks will apply.
- Any violation in terms of the assignment's format and length.
- The use of AI is not permitted.