

Creating a Business

Tutorial Title: Tutorial 02



Lecturer: Angelito Sciberras

Date: 1 November 2025

**Undergraduate Diploma in
Business Administration**

Today's Session

- Self Assessment - Results
- Self Assessment - Review
- The Assignment Questions



Self Assessment Results

1. An example of a Revolutionary Business Idea is the:

a.	Different smart phones
b.	10 GB to 1TB drives
c.	Fax machine to email
d.	Feather to Pen



Self Assessment Results

2. An example of Innovation as opposed to Creativity is?

a.	Change
b.	Idea
c.	Problem Solving
d.	Brain Storming



Self Assessment Results

3. The "P" in the universal PSU forces stands for?

a.	People
b.	Project
c.	Problem
d.	Producer



Self Assessment Results

4. Which one of the following is not a practical approach to opportunity identification?

a.	Talents / Skills
b.	Resist change
c.	Improving an offering
d.	Solving a Problem



Self Assessment Results

5. The "S" in SCAMPER stands for?

a.	Self-Employed
b.	Student
c.	Substitute
d.	Store



Self Assessment Results

6. Who said the famous words ""You've got to do what you love"?

a.	Steve Jobs
b.	Queen Elizabeth II
c.	Sachin Tendulkar
d.	Einstein



Self Assessment Results

7. A Business Model is?

a.	A business plan
b.	Strategy
c.	Financial Analysis
d.	A single diagram of the business



Self Assessment Results

8. Which of the following is not one of blocks of the Business Model Canvas?

a.	Revenue Streams
b.	Channels
c.	Delegation
d.	Cost Structure



Self Assessment Results

9. An example of a Tangible Key Resource is?

a.	Knowledge
b.	Machines
c.	Intellectual Property
d.	Skills



Self Assessment Results

10. Which of the following is not one of the four major pricing strategies?

a.	Economy
b.	Business
c.	Penetration
d.	Premium



Self Assessment Results

11. A Business Model Canvas has...blocks. How many?

a.	Three (3)
b.	Nine (9)
c.	Sixteen (16)
d.	Twenty-five (25)



Self Assessment Results

12. Trade is known to have existed since..?

a.	Ancient Egypt
b.	Industrial Revolution
c.	British Empire
d.	Chinese Dynasty



Self Assessment Results

13. The "T" in SWOT analysis stands for?

a.	Tests
b.	Trouble
c.	Threats
d.	Trainees



Self Assessment Results

14. The company's internal factors are listed under which two factors of the SWOT Analysis?

a.	Strengths and Opportunities
b.	Weaknesses and Opportunities
c.	Strengths & Weaknesses
d.	None of the above



Self Assessment Results

15. Which of the following is an internal factor in contrast to external factors?

a.	Human Resources
b.	Technology
c.	Competition
d.	Technology



Self Assessment Results

16. A PESTEL analysis examines which of the following environments?

a.	Internal
b.	General
c.	Operating
d.	None of the above



Self Assessment Results

17. In PESTEL the "P" stands for

a.	Power
b.	Production
c.	Productivity
d.	Political



Self Assessment Results

18. Which of the following is considered to be an investor when financing the company?

a.	Bank
b.	Government
c.	Business Angel
d.	Crowd funder



Self Assessment Results

19. Which section of the Business Plan should be drafted at the end

a.	Executive Summary
b.	Conclusion
c.	Financial Planning
d.	Marketing Plan

Self Assessment Results

20 . Which section of the Business Plan should have a strong sales pitch

a.	Executive Summary
b.	Conclusion
c.	Financial Planning
d.	Marketing Plan





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Where are you with the Presentations?





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Assignment Questions

Question 1: Critically discuss the purpose and benefits of utilising the Business Model Canvas as a strategic management and entrepreneurial tool. Provide a detailed explanation of the significance of each segment within the canvas, analysing how these components collectively contribute to the development, evaluation, and innovation of an organisation's business model.

Session: 3

Key words?



Assignment Questions

Question 1: Critically discuss the **purpose** and **benefits** of utilising the **Business Model Canvas** as a strategic management and entrepreneurial tool. Provide a **detailed explanation** of the **significance** of **each segment** within the canvas, analysing how these components **collectively contribute** to the development, evaluation, and innovation of an organisation's business model.



Assignment Questions

Question 2: Assume that IKEA is exploring the prospect of establishing retail operations in Malta. Conduct a PESTEL analysis, identify the resulting Opportunities and Threats, and draw reasoned conclusions based on your evaluation. The assignment should also incorporate a critical explanation of the PESTEL framework, discussing its objectives and its significance in supporting informed strategic decision-making.

Session 05

Key words?



Assignment Questions

Question 2: Assume that **IKEA** is **exploring** the prospect of establishing **retail operations in Malta**. Conduct a **PESTEL** analysis, identify the resulting **Opportunities and Threats**, and **draw reasoned conclusions** based on your evaluation. The assignment should also incorporate a **critical explanation** of the PESTEL framework, discussing its **objectives** and its **significance** in supporting informed strategic decision-making.



Assignment Questions

Question 3: Critically examine and compare the range of financing methods available to organisations, assessing their respective advantages, disadvantages, and suitability within different business contexts. Your analysis should encompass both conventional and contemporary sources of finance, evaluating their implications for organisational growth and sustainability.

Session 06

Key Words?



Assignment Questions

Question 3: Critically **examine and compare** the range of **financing methods** available to organisations, **assessing** their respective **advantages, disadvantages, and suitability** within **different business contexts**. Your analysis should encompass both **conventional and contemporary** sources of finance, evaluating their implications for organisational growth and sustainability.

Session 06



Assignment

- Student's understanding of the subject
- Presentation
- Uniqueness (no plagiarism)
- Appropriate citations



Student's understanding of the subject

Diploma in Law (Malta) Intake October 2024

Assessment Task: Written assignment based on chosen questions

Module Assessed in the Maltese Legal System	Module Number: 11: Jurisprudence
Course Number (MAG Course)	Course Number: 2024-2025
Student Name	Student Name
Date	All Students: please see individual student profiles

Assignment Question (20 marks total)

Task
The purpose of this unit is to develop an understanding of a particular topic and will undertake which forms part of the Maltese legal system.

Note
This assessment provides students with an opportunity to put into practice the relevant provisions of the law in relation to the topic they choose to write about forming part of the solution of the topic.

Note
You should plan to spend approximately 20 hours researching the assignment question, writing the assignment and writing the assignment for assessment. The normal word count for the assignment is 1,000 words. You are expected to select the most appropriate citation method which you feel most comfortable using (<http://www.citethisforme.com/>).

Choose 1 question from the following:

Question 1
Discuss the importance of the Constitution in the Maltese legal system. Refer to the main principles enshrined in it.

Question 2
What are the main sources of the Maltese legal system? Is it considered to underpin the legal system?

Question 3
What is the purpose of the Constitution? Describe the legislative process? How does the Constitution provide to ensure the rule of law in the Maltese legal system?

Word Mark: 1000 Total Assignment Weighting: 10%

By submitting, confirm that the assessment is my own work

Name	Signature: (mark awarded)
Date	Signature: (quality assessment)

- Assignment Submission Form
 - the due date
 - the word limit

Note

You should plan to spend approximately 20 hours researching the assignment question, preparing for and writing the assignment for assessment. The normal word count for the assignment is 1,000 words. You are expected to select the most appropriate citation method which you feel most comfortable using (<http://www.citethisforme.com/>).

Student's understanding of the subject

Choose 1 question from the following:

Question 1:
Discuss the importance of the Constitution in the Maltese Legal system. Refer to the main principles enshrined in it.

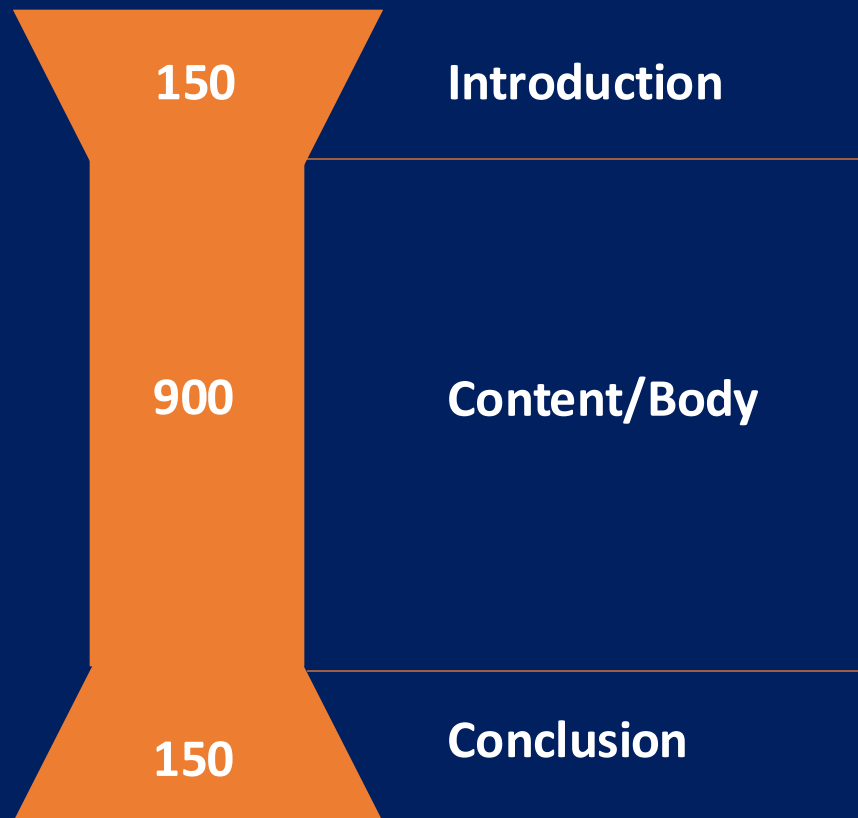
Question 2:
What are the main sources of the Maltese legal system? Can it comfortably fit under one of the legal systems?

Question 3:
Who is empowered to legislate? Describe the legislative process? How does the Constitution provide to ensure that laws are in line with the Constitution?

- Assignment Submission Form
 - Choose which question to answer
 - Read it well and understand it
 - Identify keywords



Assignment Plan



Choose 1 question from the following:

Question 1:

Discuss the importance of the Constitution in the Maltese Legal system. Refer to the main principles enshrined in it.

Question 2:

What are the main sources of the Maltese legal system? Can it comfortably fit under one of the legal systems?

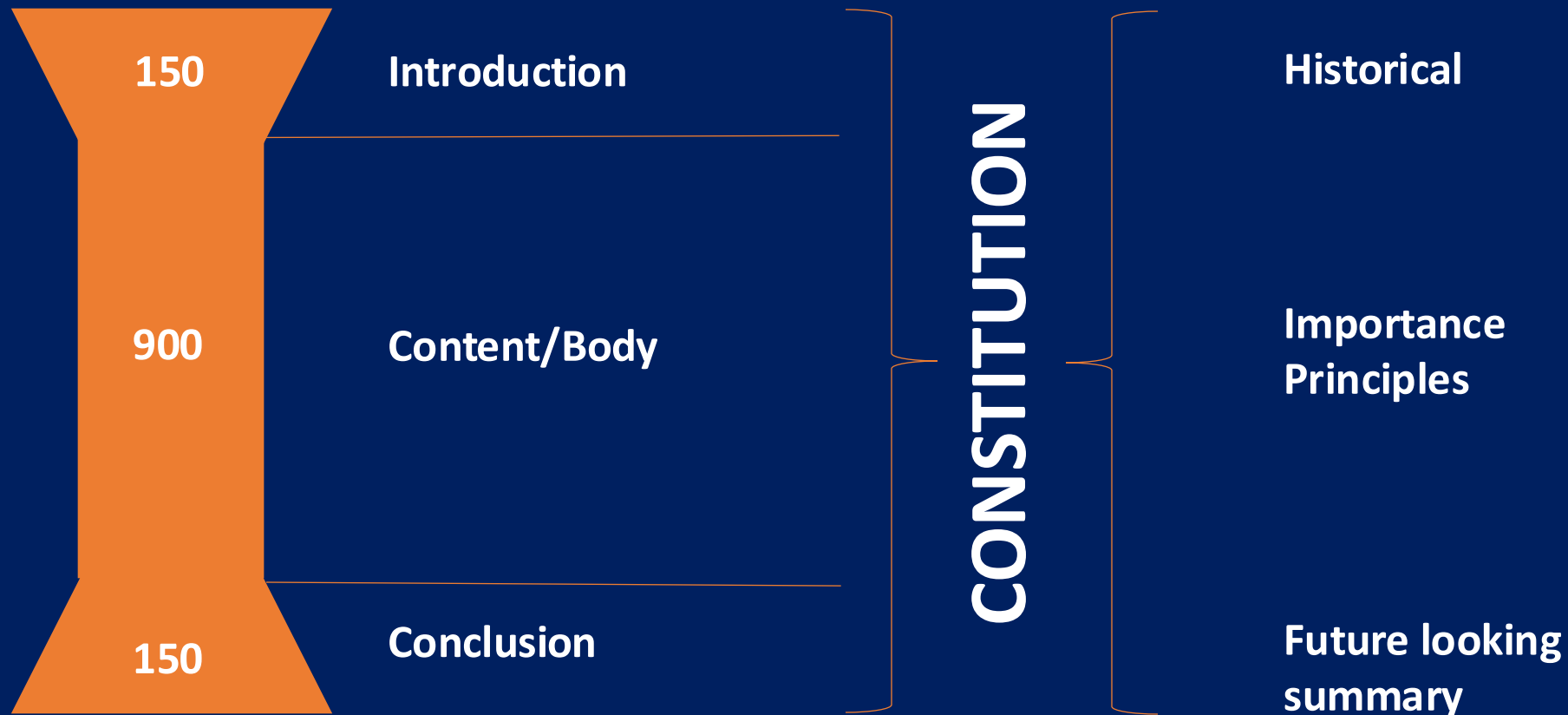
Question 3:

Who is empowered to legislate? Describe the legislative process? How does the Constitution provide to ensure that laws are in line with the Constitution?

Assignment Plan



Assignment Plan

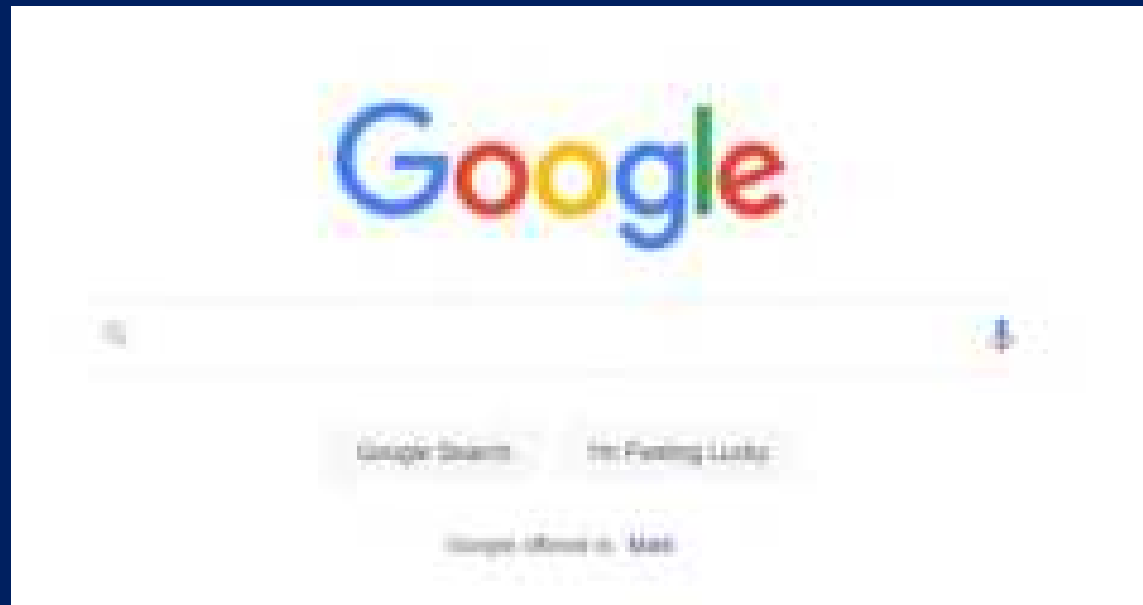
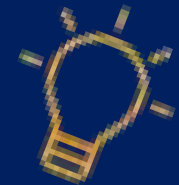


Sources

- Lecture Notes/Slides
- Books - suggested reading lists
- Online



Online



Google Scholar



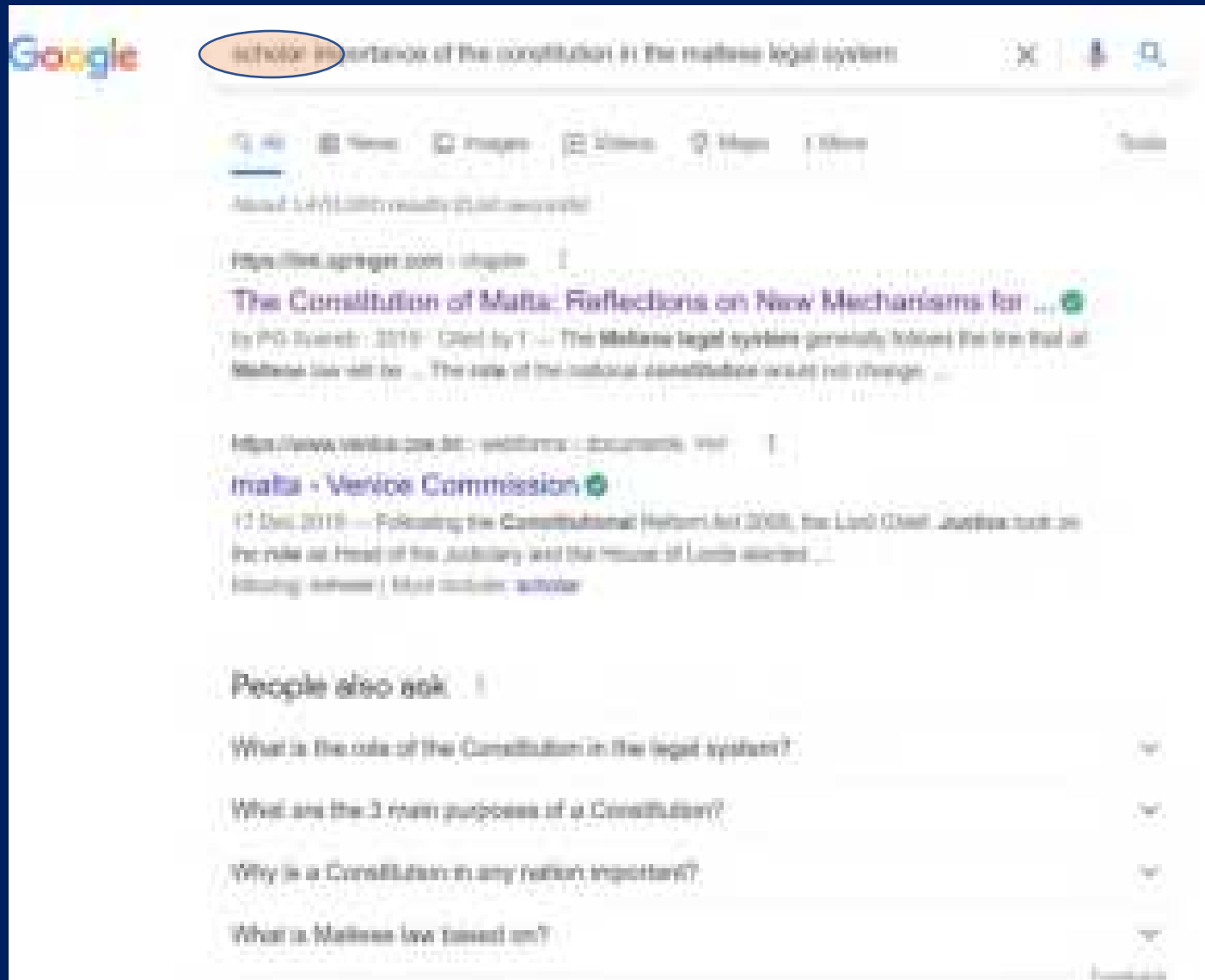
Online

- Check that sources are reliable
- Undergraduate Diploma in Business Administration
- Avoid Wikipedia
- Use keywords





Online



Online

The screenshot shows a Google Scholar search interface. The search bar at the top contains the text "importance of the constitution in the maltese legal system". Below the search bar, the results are listed under the heading "Articles". On the left side, there are filters for "Any time", "Sort by relevance", "Any type", and checkboxes for "include patents" and "include citations". The main results area displays three articles. The first article is "The size of the Maltese legislature: a critical and comparative analysis" by A. Camilleri, published in 2020 on um.edu.mt. The second article is "Foreword: Constitutional Courts in the European Legal System After the Treaty of Lisbon and the Euro-Crisis" by M. Dirosorio, E. Esposito, and L. Scoppa, published in 2015 on cambridge.org. The third article is "The Judiciary and politics in Malta" by G. Agius, published in 1995 on books.google.com. The fourth article is "Legislative Drafting and Statutory Interpretation in the Maltese Mixed Legal System" by E. Aquilina, published in 2017 on HeinOnline. The fifth article is "EU Law and Maltese Law—An Integration or Legal Infants".

Google Scholar

importance of the constitution in the maltese legal system

Articles

About 24,800 results (0.11 sec)

Any time

Since 2022

Since 2021

Since 2018

Custom range...

Sort by relevance

Sort by date

Any type

Review articles

☐ include patents

☒ include citations

Create alert

The size of the **Maltese** legislature: a critical and comparative analysis

A. Camilleri - 2020 - um.edu.mt

... within the State of **Malta**, is of utmost **importance**. It is one of ... and amendments within the **Maltese legal system**. The main ... the legislature through mechanisms within **Malta's Constitution**. ...

☆ Save ⓘ Cite ⓘ

Foreword: **Constitutional Courts in the European Legal System After the Treaty of Lisbon and the Euro-Crisis**

M. Dirosorio, E. Esposito, L. Scoppa - German Law Journal, 2015 - cambridge.org

... The **Maltese Constitutional Court**, in spite of the name, ... **system**." See the European Parliament resolution of 9 July 2008 on the **role of the national judge in the European judicial system**. ...

☆ Save ⓘ Cite ⓘ Cited by 24 ⓘ Related articles ⓘ All 5 versions ⓘ

The Judiciary and politics in **Malta**

G. Agius, N. Grosselinger - The Global Expansion of **Judicial** ..., 1995 - books.google.com

... **Malta** enables its citizens to live in freedom is to a large extent a consequence of the **Maltese judicial system** and the **Maltese** ... Periodically, the **Maltese** courts in their **constitutional role** ...

☆ Save ⓘ Cite ⓘ Cited by 7 ⓘ Related articles ⓘ All 2 versions ⓘ

Legislative Drafting and Statutory Interpretation in the **Maltese Mixed Legal System**

E. Aquilina - ULDIR, 2017 - HeinOnline

... and specifics of the **Maltese legal system**, this paper will address the **relevance** to ... in the sense that it is made by the **Maltese constitutional** organs, yet its origin and source, is ...

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EU Law and **Maltese** Law—An Integration or **Legal Infants**

The Rubric

Assignments Rubric



	1 marks	4 marks	7 marks	10 marks	8 marks
Cover Page	Title, Student's Name, Teacher's Name, Course intake month and year, Submission Date, Neatly finished no errors	Evidence of four	Evidence of three	Evidence of two or less	No cover page
Citations	All cited works, both text and visual, are done in the correct format with no errors.	Some cited works, both text and visual, are done in the correct format. Inconsistencies evident	Few cited works, both text and visual, are done in the correct format.	Not Applicable	No citations
Appearance	Creative and attractive cover, clear organization, readable and neat, title page, table of contents.	Contains title page, table of contents	Poorly organized and difficult to read. Lacking neatness.	No organization, missing significant criteria.	Absent structure and organization.
Support	Uses evidence appropriately and effectively, providing sufficient evidence and explanation to convince.	Begins to offer reasons to support its points, perhaps using varied kinds of evidence. Begins to interpret the evidence and explain connections between evidence and main ideas. Its examples have some relevance.	Often uses generalizations to support its points. May use examples, but they may be obvious or not relevant. Often depends on unsupported opinion or personal experience, or assumes that evidence speaks for itself and needs no application to the point being discussed. Often has lapses in logic.	Depends on clichés or overgeneralizations for support, or offers little evidence of any kind. May be personal narrative rather than essay or summary rather than analysis.	Uses irrelevant details or facts supporting evidence entirely. May be purely brief.
	15 - 20 marks	25 - 30 marks	35 - 40 marks	45 - 50 marks	5 marks
Content	Excell in responding to the assignment question. Interesting, demonstrates sophisticated exploration of thought. Central idea is clearly communicated, worth developing, limited enough to be manageable. Judgement recognizes some complexity of the subject; may acknowledge its contradictions, qualifications, or limits and follow out their logical implications. Understands and critically evaluates its sources, appropriately limits and defines terms.	A solid assignment, responding appropriately to the question. Clearly states a central idea, but may have minor lapses in development. Begins to acknowledge the complexity of central ideas and the possibility of other points of view. Shows careful reading of sources, but may not evaluate them critically. Attempts to define terms, not always successfully.	Adequate but weaker and less effective, possibly responding less well to assignment question. Presents central ideas in general terms, often depending on platitudes or clichés. Usually does not acknowledge other views. Shows basic comprehension of sources, perhaps with lapses in understanding. If it defines terms, often depends on dictionary definitions.	Does not have a clear central idea or does not respond appropriately to the assignment question. May be too vague or obvious to be developed effectively. Student may misunderstand sources.	Does not respond to the assignment question, lacks a central idea, and may neglect to use sources where necessary.



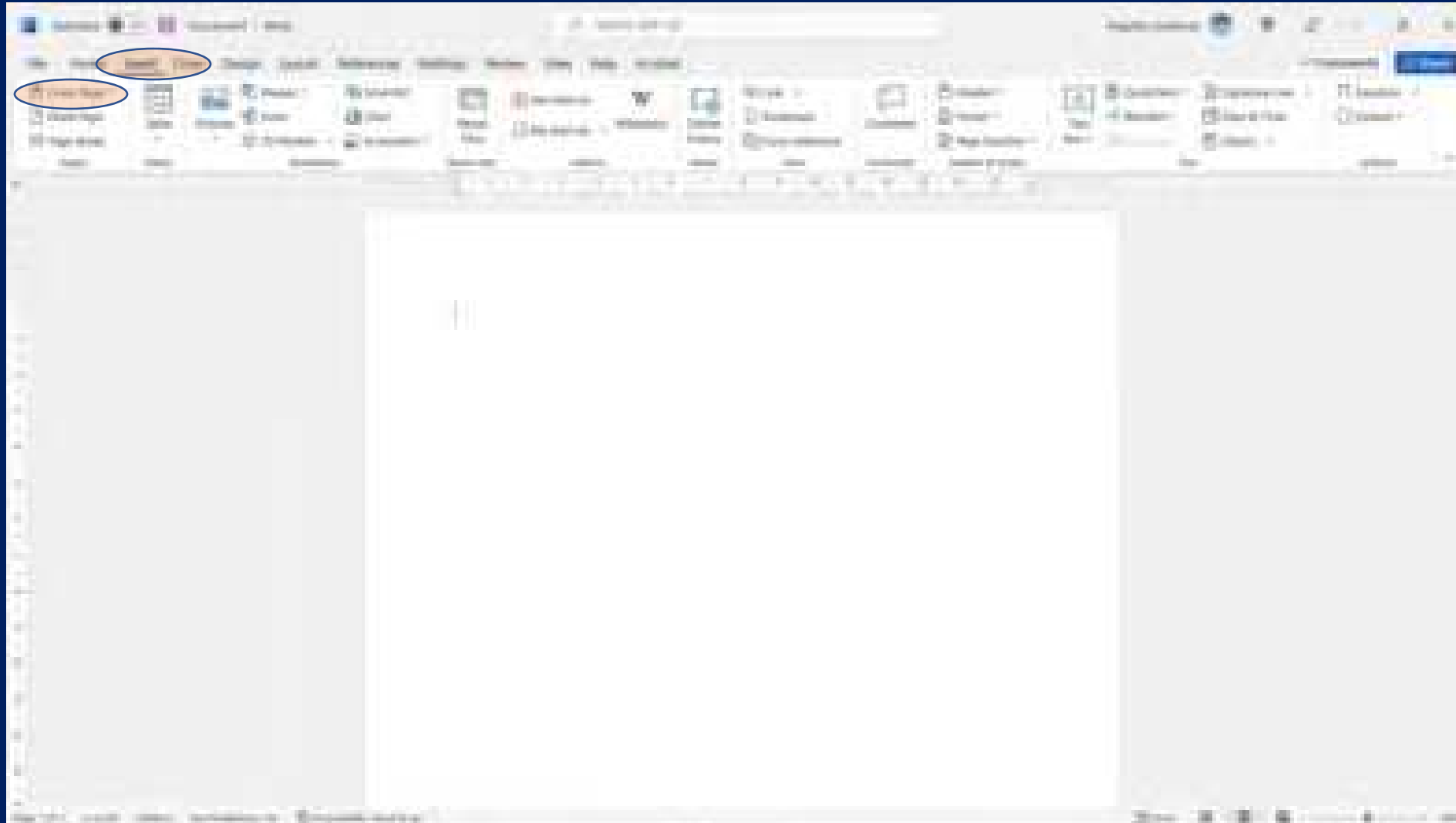
The Rubric

Assignments Rubric					
	1 mark	2 marks	3 marks	4 marks	5 marks
Content Page	Very short/very limited, especially names. (names/figures/units not added)	Extensive at times	Extensive at times	Extensive at least 3 pages	Extensive 4 pages
Structure	All short points, both good and usual and none of the content formal with no errors	Some short points, both good and usual, sometimes in the correct format	Some points/units, both good and usual, and none in the correct format	Not Applicable	Not Applicable
Expression	Simple and short/very short, some organization, readable and clear, little style, little structure	Content, little style, little structure	Many organized and difficult to read	No organization, many significant errors	Good structure and organization

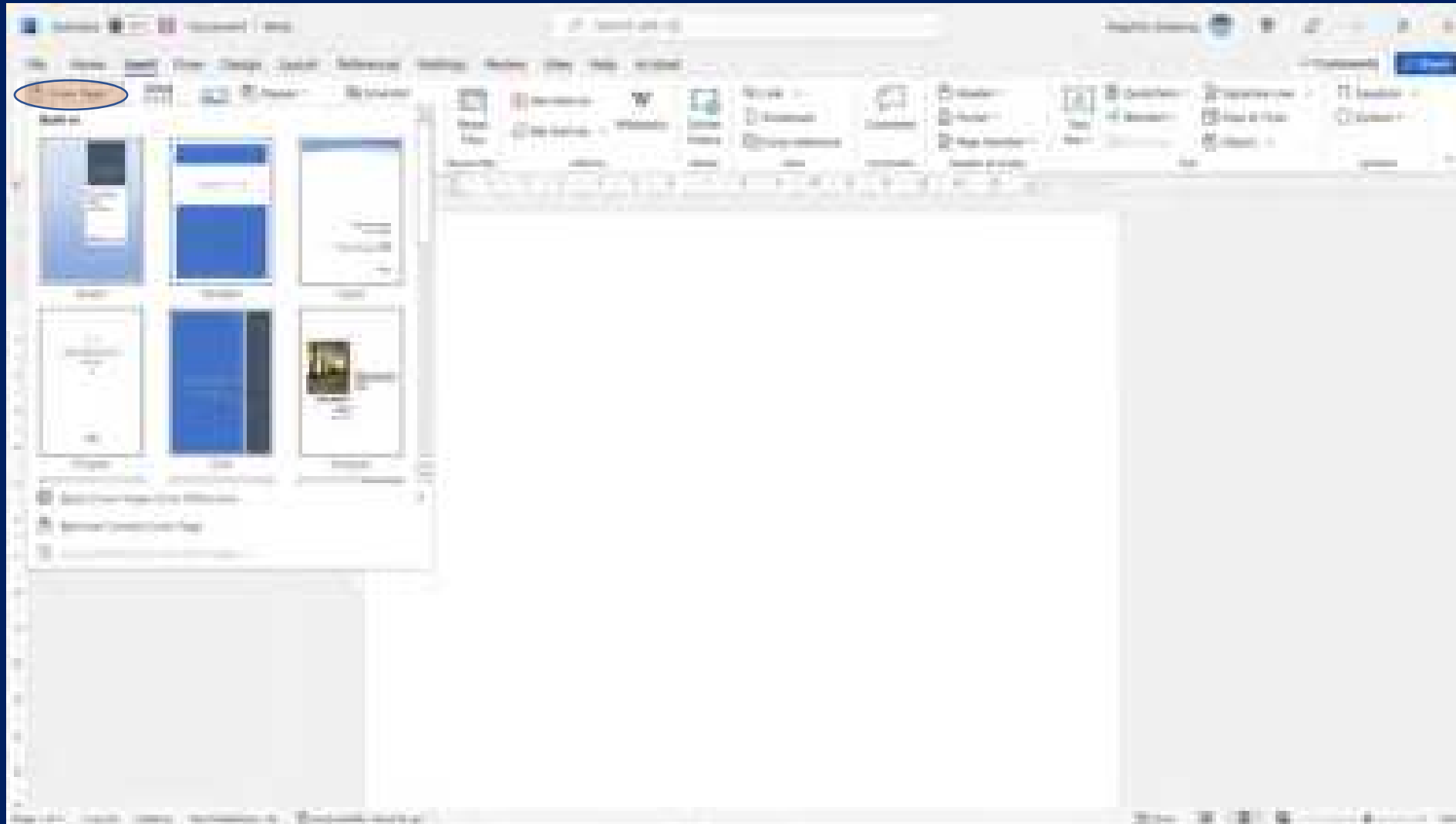


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Cover Page



Cover Page



Cover Page

	5 marks
Cover Page	Title, Student's Name, Teacher's Name, Course intake month and year, Submission Date. Neatly finished/no errors



[Document title]

[Document subtitle]

Student's Name: _____

Teacher's Name: _____

Course intake month and year: _____

Submission Date: _____

Page 1 of 1

Cover Page

	5 marks
Cover Page	Title, Student's Name, Teacher's Name, Course intake month and year, Submission Date. Neatly finished/no errors



Referencing System

Citations

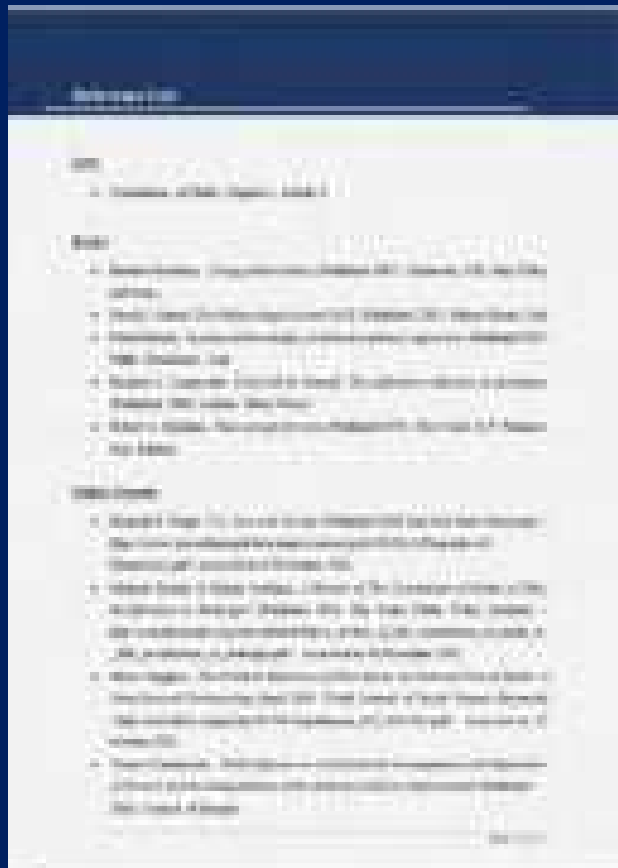
All cited works, both text and visual, are done in the correct format with no errors.



The Essay	References
After summarising an essay's topic, a student will need to analyse the topic, find information, evaluate those resources and present the information in essay format (TAFE SA 2014a). Organisations for essays can vary, but all generally include an introduction, body, conclusion and references (TAFE SA 2015). The completed essay will then provide evidence to the assessor of the student's research and learning (AFJ Campbell 2016).	Campbell, A 2002, 'How to write a great history essay', <i>The Age</i> , 27 March 2002, viewed 10 July 2014. http://www.theage.com.au/articles/2002/03/27/hp020327010301.html .
The first step is to carefully analyse the task in order to fully understand what is asked and not missed from the essay (Groom et al.). Usually a topic will be designed to give students an opportunity to develop an argument about the issue of their general agreement or disagreement with the central idea (Lachlan 2013). Campbell (2002) stresses to ensure relevance, answer the question, be whole questions and nothing but the question.	Copyright Assessment Process Rights, Jul 2000.
Next, resources on the topic should be gathered from a variety of sources such as websites, books, newspapers or journal articles (Groomers & Smith 2010). Lecture notes should easily be referred to with the agreement of the lecturer (TAFE SA 2014a) and used only if given approval rather than being self-referenced. A personal communication (TAFE SA 2015), is a good indication of each resource's relative credibility to establish that the information is up-to-date, relevant, and from a credible author (Lachlan 2013). The student should question whether the author's points are backed up by adequate and convincing evidence and why the author might have published this work (AFJ Campbell 2016).	Groomers, C 2012, <i>Research skills: a practical guide to learning</i> , for all students, Cambridge & Heinemann, Port Phillip, Victoria, Canada.
After making these resources, the student can test an integrated system and integrate plan for how to use essay (Campbell et al. 2005). The essay should be typed and include any specified formatting such as page numbering, appropriate headings, footnotes and a cover sheet (TAFE SA 2015). Plagiarism must be supported with quotes, paraphrases or reports from the text (Lachlan 2013), which according to copyright law must also be referenced (Communication Assessment Board Rights, Aug 2000; Groomers 2012, p. 100). An TAFE SA the Harvard system of referencing is required (TAFE SA 2014a).	Hill-Campbell, K 2014, 'Beyond the five-paragraph essay', <i>Educational Leadership</i> , Apr 2014, vol. 71, Issue 7, pp. 5A-6B, Macmillan/McMillan.
The introduction should comprise about 10% of the essay's word count (TAFE SA 2014a) to establish an overall point and provide any background information.	Jenkins, J, Watson, J, Saunders, H & Smith, R 2006, <i>Writing skills</i> , Dorling Kindersley, London.
The body of the essay will contain several paragraphs, each paragraph describing an argument or fact, and each subsequent paragraph building support for the point of view being supported (Groom 2004). The section should take about 80% of the word count (TAFE SA 2015).	Lewis, P 2008, <i>Write your analysis: reading and essay writing for undergraduates and taught postgraduates</i> , Open University Press, Northampton, UK.
The essay should end with a clear and concise statement (Groom 2010) that sums up the argument and includes the point of view mentioned in the introduction (TAFE SA 2014a).	Ryan, M et al., <i>Succesful essay writing for senior high school, college and university</i> , New Frontier Publishing, Typing, NSW.
The completion of the draft essay, a student should proofread their work for spelling and grammar (Lachlan et al. 2002) and to read the topic to ensure that the essay has not strayed from the points being assessed (Campbell 2002).	Groomers, J & Smith, S 2010, <i>Essay writing in Communication with handbook</i> , 3rd edn, John Wiley & Sons Australia, Milton, Qld.
An appropriately formatted and well researched essay allows you only to a level of learning assessment, but develops ability to build an educated argument in a strong form of communication essential to many careers (Groomers & Smith 2010).	TAFE SA 2012, 'Structure of an essay', 40, <i>Information Skills</i> , How do I present it?, viewed 10 July 2014, http://files.tafesa.org/files/documents/gly/tape/IC10200001000001.pdf .
	TAFE SA 2014a, <i>Doing assignments essay writing</i> , TAFE SA Essay guides, viewed 10 July 2014, http://files.tafesa.org/files/documents/gly/tape/T1201114aep_2750231.pdf .
	TAFE SA 2014b, <i>Essay writing</i> , study pack, TAFE SA Adelaide.

Referencing System

Reference & Bibliography



&

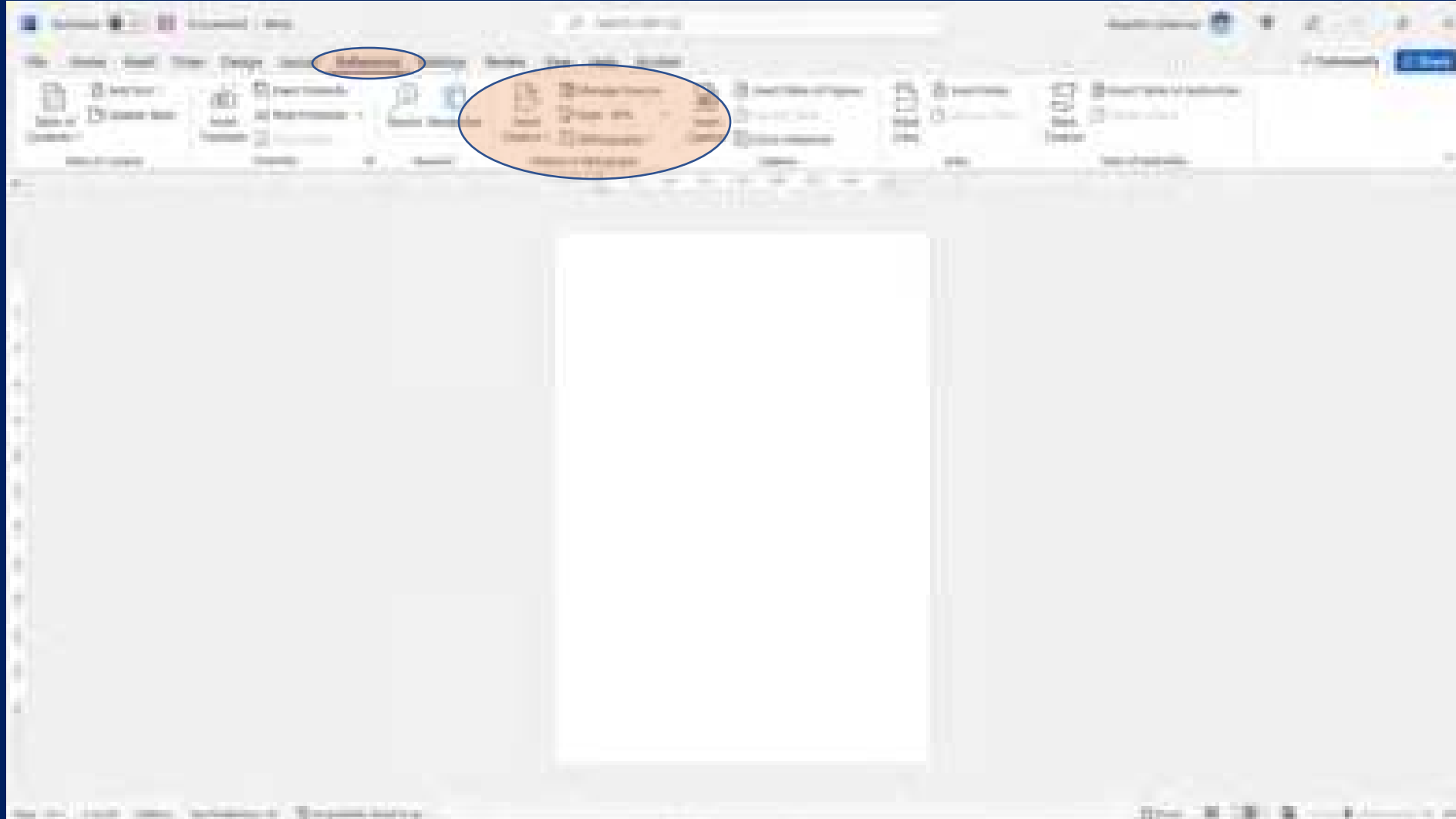
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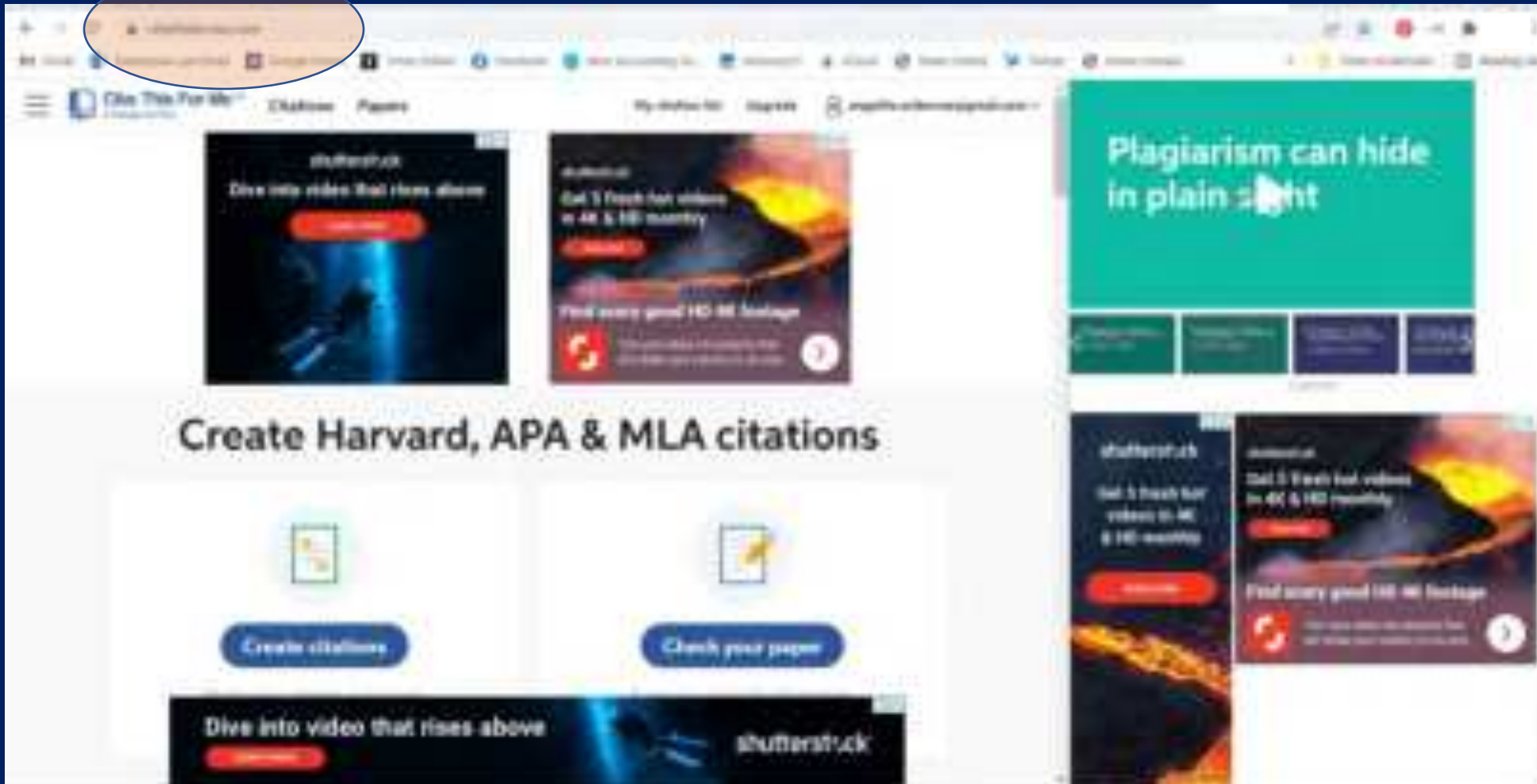
Harvard Referencing



Referencing System



Referencing System



Referencing System

citethisforme.com



Cover Page

Appearance	Creative and attractive cover, clear organization, readable and neat, title page, table of contents.
------------	--

Font

Times New Roman

Font Size

Text - 12pt

Titles - 14pt

Line Spacing

1.5

Justified

Page Numbering



Table of Contents

Appearance	Creative and attractive cover, clear organization, readable and neat, title page, table of contents.
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The Maldivian Legal System

Contents

Assignment Questions 1

Contents 1

Power to legislate 1

Constitutionally standing laws 1

Legislative Process 4

First Reading 4

Second Reading 4

Committee Stage 4

Report Stage 4

Third Reading 4

Page 11

Report

Headings and subheadings: Reports are typically broken up into sections, divided by headings and subheadings, to facilitate browsing and scanning.

Use numbering

1. Heading

1.1 Sub Heading

1.1.1 Sub Sub Heading



Assignment

- *Maximum score* *100*
- *Weighted* *55*





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Turnitin



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Creating your Turnitin account

- 21 Academy will create a student account for you
- You will receive an email on the email address provided to us that will ask you to create a password for your account



Step 1: Go to www.turnitin.com



Step 2: Fill in your details as per email received via the system



The image shows the Turnitin login interface. At the top, the Turnitin logo is displayed. Below it, the text "Log in to Turnitin" is visible. The login form consists of two main input fields: "Email address" and "Password". Both fields are currently empty and have a red border, indicating they are required. Below the "Password" field is a "Log in" button. At the bottom of the form, there are two social login options: "Log in with Google" and "Log in with Facebook".

turnitin

Log in to Turnitin

Email address

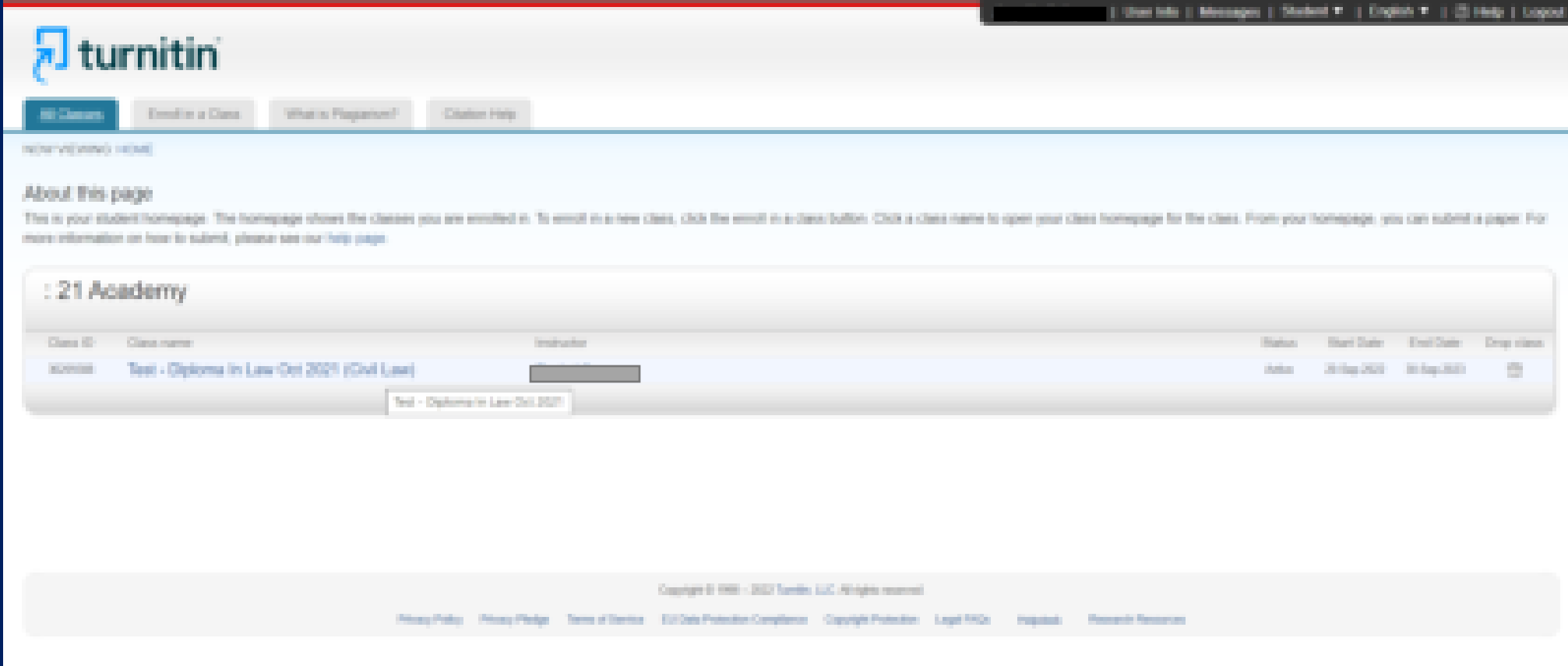
Password

Log in

Log in with Google

Log in with Facebook

Step 3: Log into the system and select the class you will be uploading an assignment for

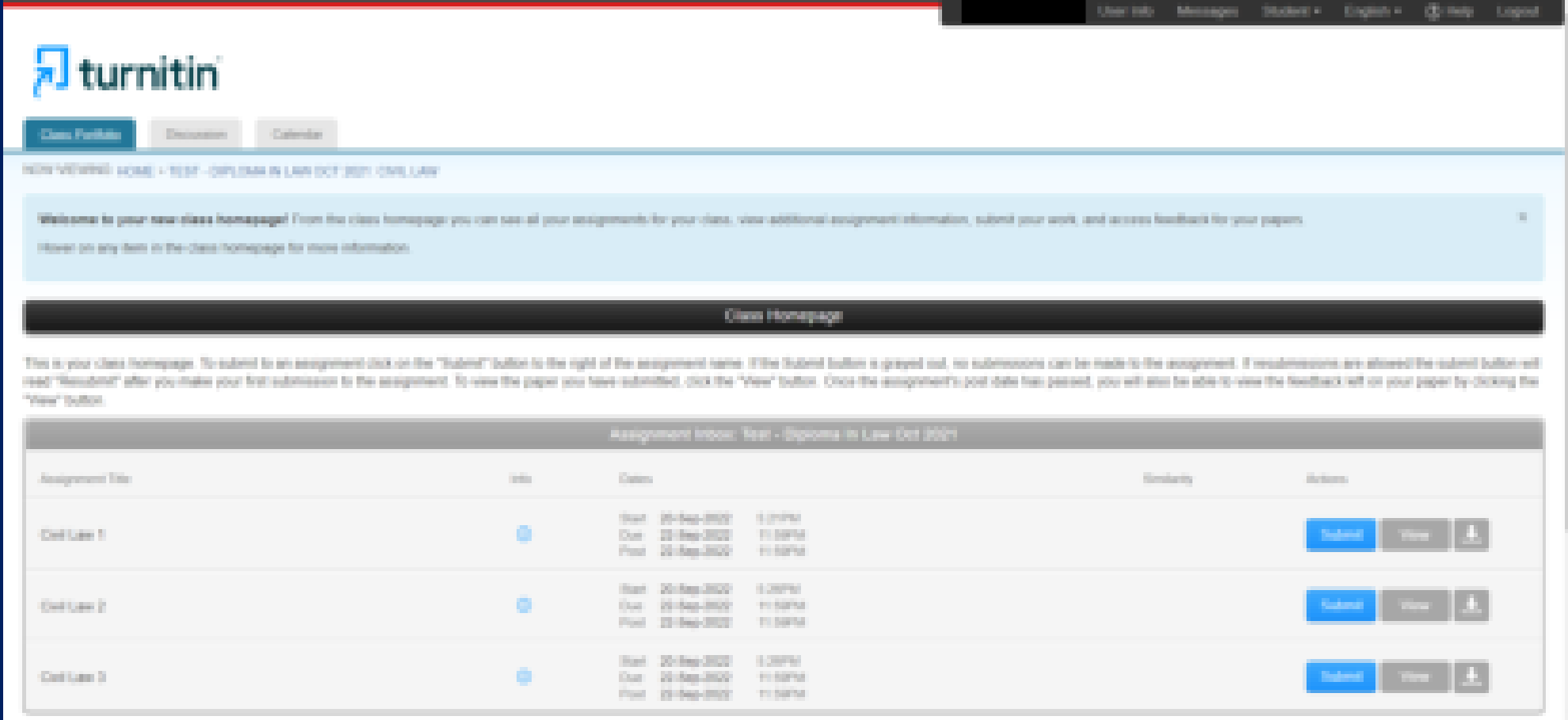


The screenshot shows the Turnitin student interface. At the top, there's a navigation bar with links for User Info, Messages, MyClass, English, Help, and Logout. Below this is the Turnitin logo and a set of buttons: All Classes, Enroll in a Class, What is Plagiarism?, and Classen Help. A message area states: "About this page: This is your student homepage. The homepage shows the classes you are enrolled in. To enroll in a new class, click the enroll in a class button. Click a class name to open your class homepage for the class. From your homepage, you can submit a paper. For more information on how to submit, please see our help page." Below this is a section for "21 Academy" which contains a table of enrolled classes.

Class ID	Class name	Instructor	Status	Start Date	End Date	Drop class
XXXXXX	Test - Diploma in Law-Oct 2021 (Civil Law)	[Redacted]	Status	26 Sep 2021	30 Sep 2021	[Icon]

Below the table, there is a button labeled "Test - Diploma in Law-Oct 2021". At the bottom of the page, there is a footer with copyright information: "Copyright © 1996 - 2021 Turnitin, LLC. All rights reserved." and a row of links: Privacy Policy, Privacy Pledge, Terms of Service, EEO/Title IX/Accessibility Compliance, Copyright Protection, Legal FAQs, Imprints, and Research Resources.

Step 4: Select 'submit' next to the assignment you wish to upload



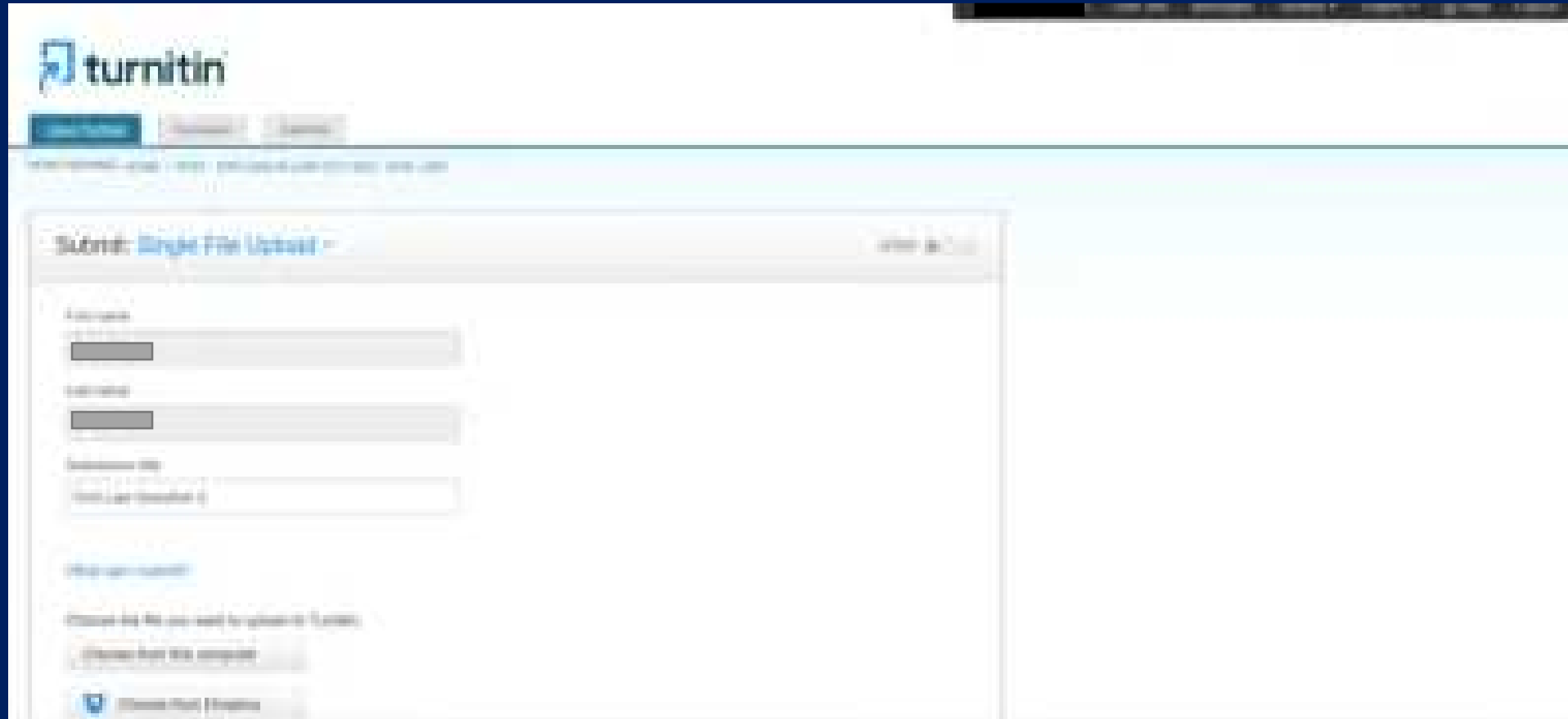
The screenshot displays the Turnitin 'Class Homepage' for a course titled 'TEST - DIPLOMA IN LAW OCT 2021 (ONLINE)'. The interface includes a top navigation bar with links for 'User Info', 'Messages', 'Student', 'English', 'Help', and 'Logout'. Below the Turnitin logo, there are tabs for 'Class Profile', 'Discussions', and 'Calendar'. A welcome message states: 'Welcome to your new class homepage! From the class homepage you can see all your assignments for your class, view additional assignment information, submit your work, and access feedback for your papers. Hover on any item in the class homepage for more information.'

A section titled 'Class Homepage' provides instructions: 'This is your class homepage. To submit to an assignment click on the "Submit" button to the right of the assignment name. If the Submit button is grayed out, no submissions can be made to the assignment. If resubmissions are allowed the Submit button will read "Resubmit" after you make your first submission to the assignment. To view the paper you have submitted, click the "View" button. Once the assignment's post date has passed, you will also be able to view the feedback left on your paper by clicking the "View" button.'

The main content area features a table titled 'Assignment Group: Test - Diploma in Law Oct 2021'. The table has columns for 'Assignment Title', 'Info', 'Dates', 'Similarity', and 'Actions'. It lists three assignments, each with a 'Submit' button and a 'View' button.

Assignment Title	Info	Dates	Similarity	Actions
Test Case 1		Start: 20-Sep-2021 Due: 22-Sep-2021 Post: 22-Sep-2021	0.00%	
Test Case 2		Start: 20-Sep-2021 Due: 22-Sep-2021 Post: 22-Sep-2021	0.00%	
Test Case 3		Start: 20-Sep-2021 Due: 22-Sep-2021 Post: 22-Sep-2021	0.00%	

Step 5: Insert your details and the Assignment Question Number



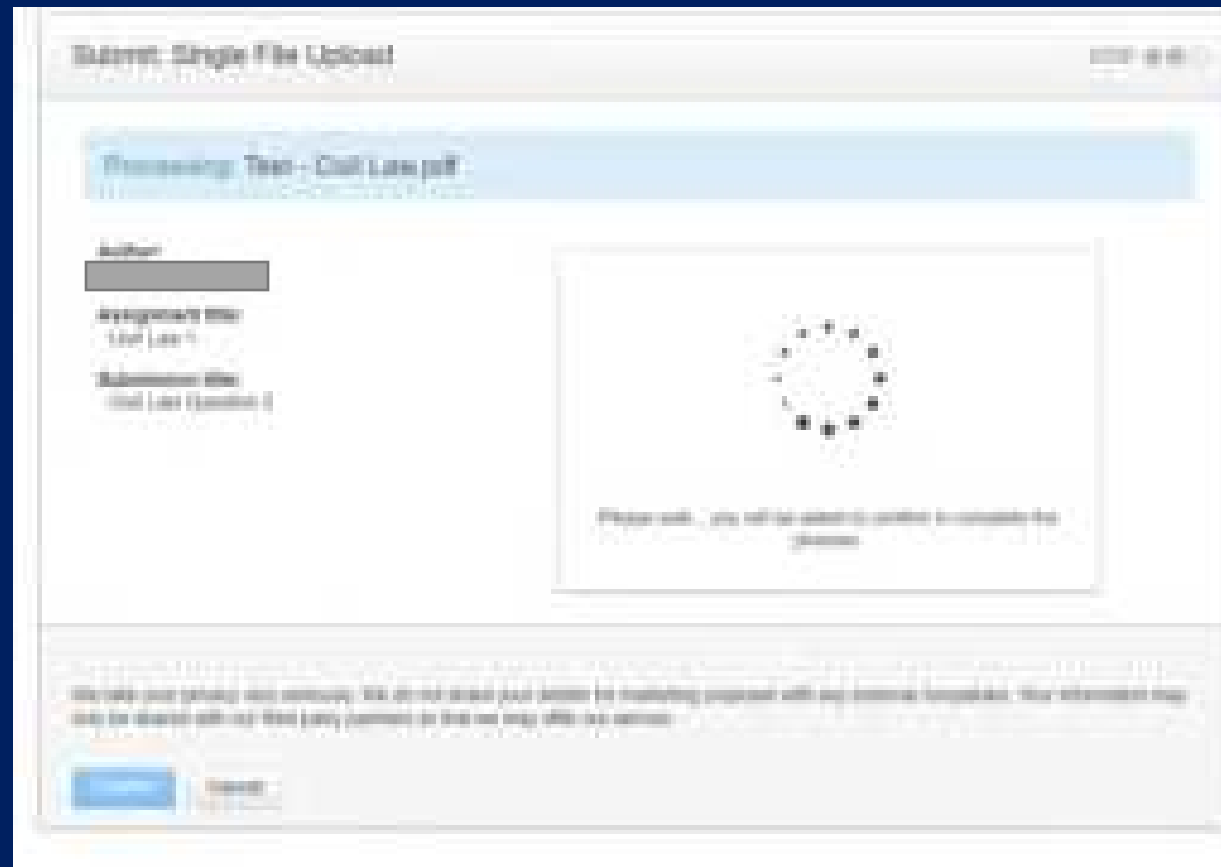
The screenshot displays the Turnitin submission page. At the top left is the Turnitin logo. Below it are three tabs: 'Submit', 'Check', and 'Review'. The 'Submit' tab is active. The main heading is 'Submit: Single File Upload'. Below this, there are three input fields: 'Username', 'Institution', and 'Institution ID'. The 'Institution ID' field has a dropdown arrow. Below these fields is a section titled 'What you need to do' with a list of instructions: 'Upload the file you want to submit to Turnitin', 'Upload your file now', and 'Check that it works'. At the bottom right, there is a large 'Upload File' button.

Step 6: Upload your assignment, and click on 'Upload'



The screenshot shows a web form titled "Submit: Steps File Upload". The form includes several input fields: "First name", "Last name", "Email address", and "Phone number". Below these is a section for "Other input fields" with a "New input field" button. At the bottom, there is a large text area for "Comments" and a blue "Upload" button. A small logo with the number "21" is visible in the bottom right corner of the slide.

Step 7: Wait for the document to upload



Step 8: Once the document uploads, click 'confirm' on the bottom left

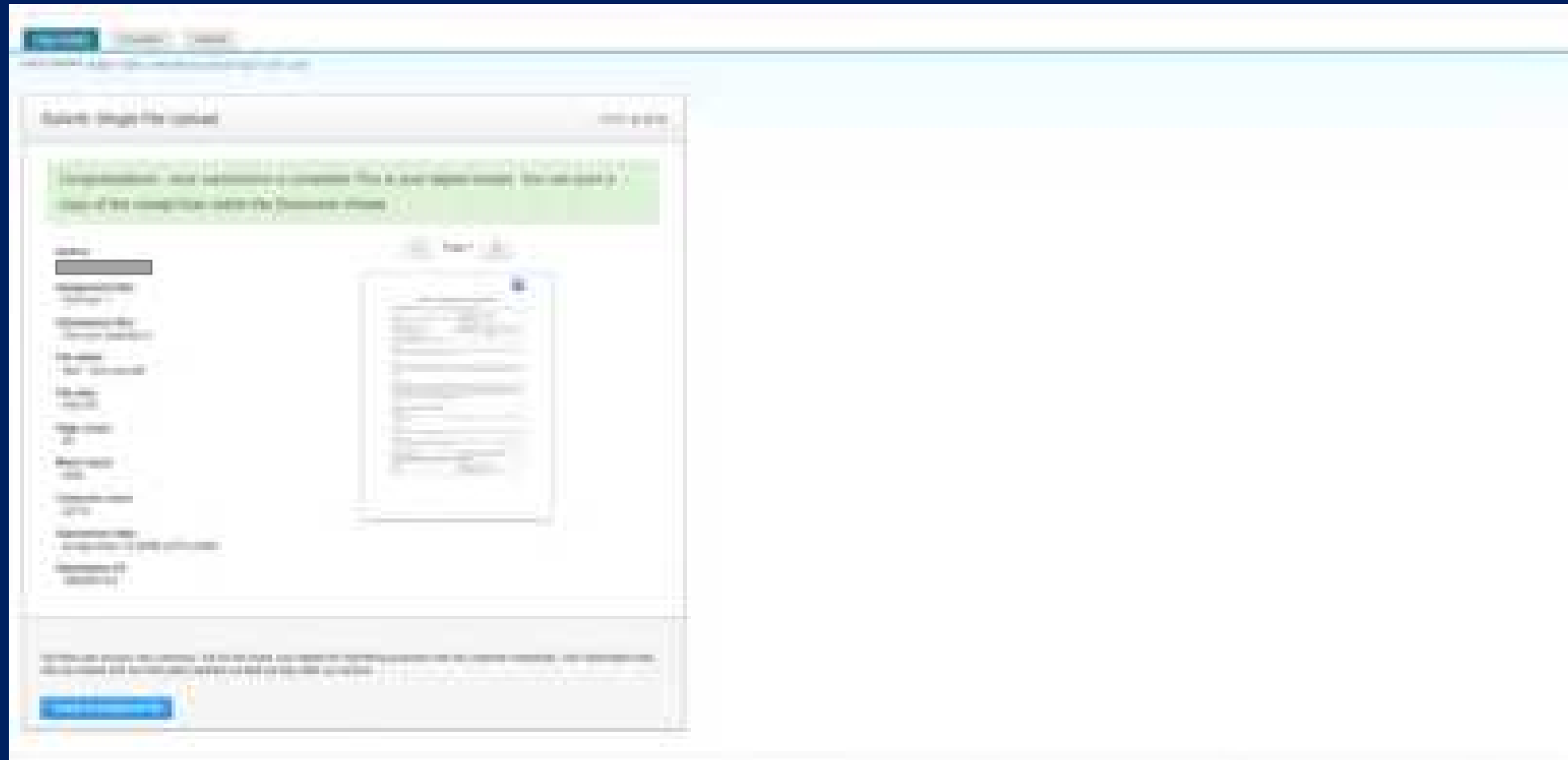
The screenshot shows a web browser window titled "Submit: Single File Upload". At the top, a light blue banner contains the text: "Please confirm that this is the file you would like to submit." Below this, on the left side, is a list of metadata fields:

- Action:** (empty dropdown)
- Assignment title:** Unit 1
- Submission title:** Unit 1 Submission
- File name:** Test - Unit 1.pptx
- File size:** 100.0 KB
- Page count:** 10
- Word count:** 1000
- Character count:** 10000

In the center of the form is a large rectangular box displaying a thumbnail of the uploaded document, which appears to be a presentation slide with text.

At the bottom of the form, there is a small, faint line of text: "We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may only be shared with our third party partners so that we can offer our services."

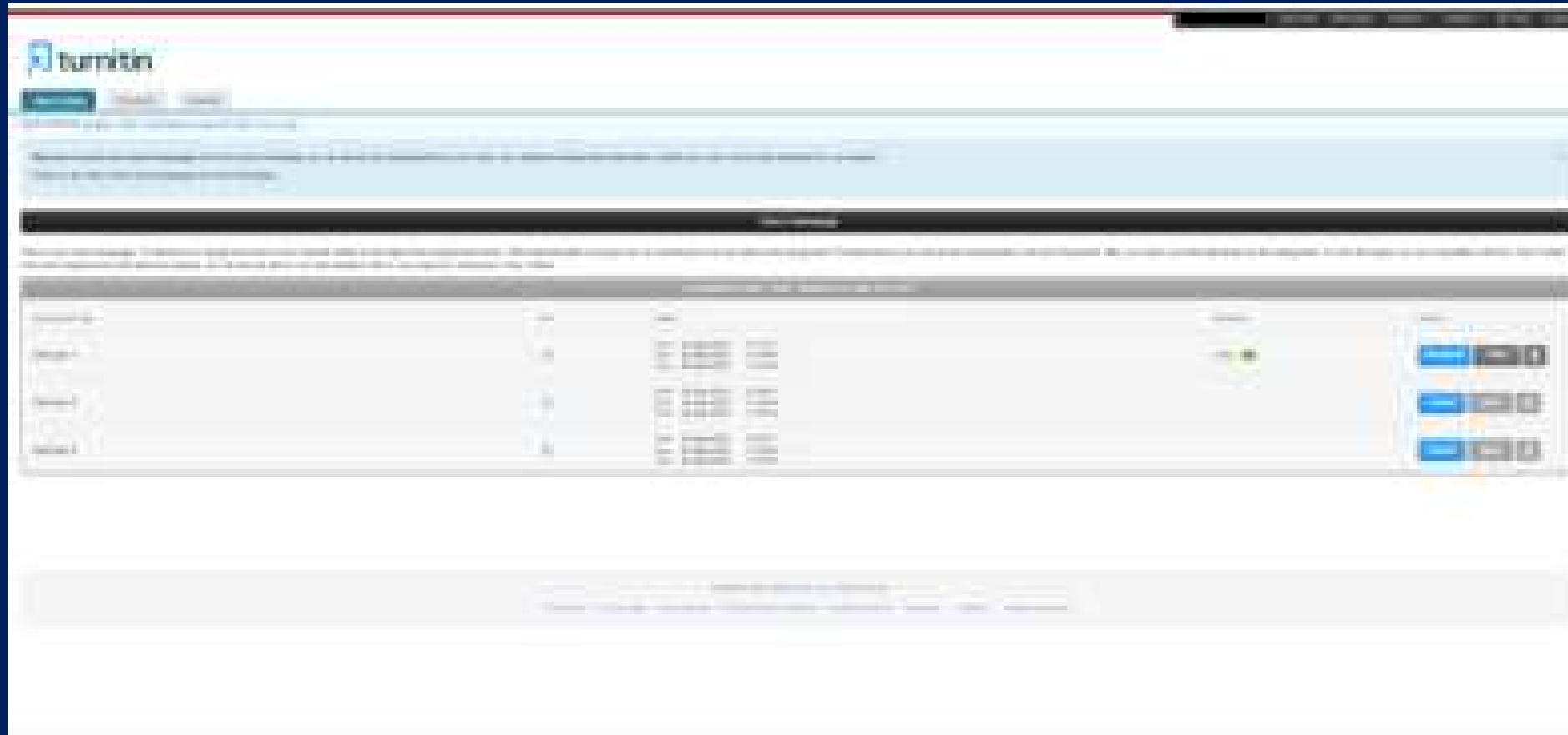
Step 9: The system will generate a digital receipt for your submission



Step 10: You will then receive confirmation of submission via email



Step 11: Once the system processes your upload, you will be able to see the similarity percentage on Turnitin under the class Portfolio tab



Step 12: You can download the similarity report by clicking on the % icon The report will highlight the similar sections as per below

Article 111(1) of the Interpretation Act states that any "Act of Parliament or other Act passed by the Legislature of Malta or an Ordinance confers power to make rules or regulations or other subsidiary legislation of a like nature" is to be placed on the table of the House of Representatives. There is then a period of twenty eight days during which the House is able to resolve whether it is to be withdrawn or altered in anyway. This will not take away any legality from enforceants coming from this act during the period before which the change or withdrawal is made.⁹

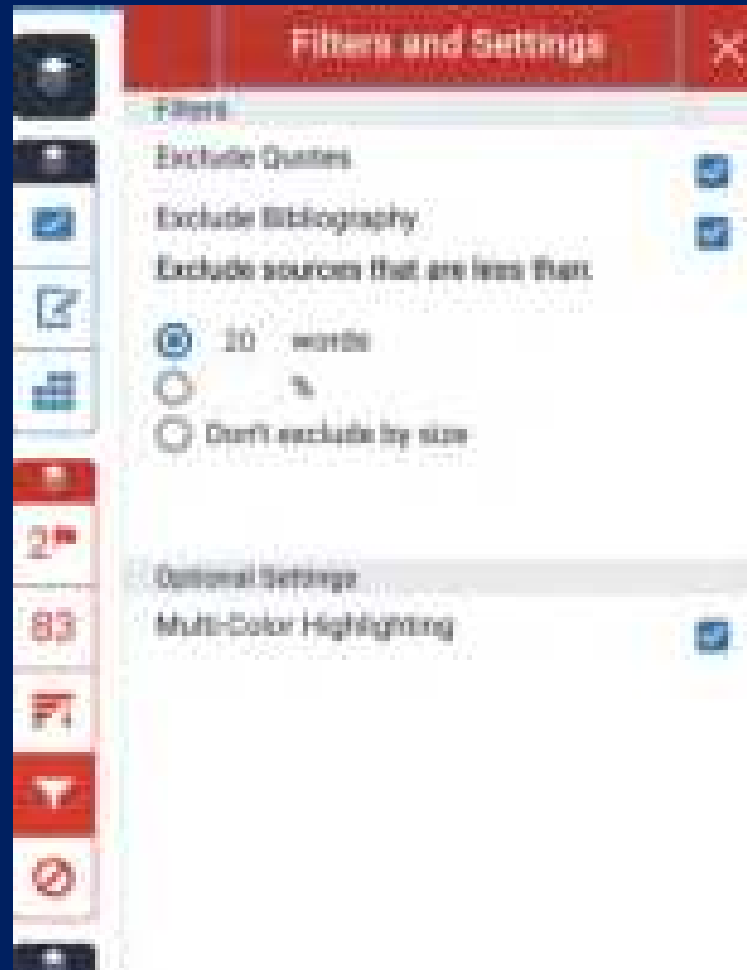
This means that there is a chance that new subsidiary legislation is passed and not opposed or debated because no member of the House of Representatives comes across it and asks for withdrawal or amendments.

It is important to note that Subsidiary Legislation cannot in any way contradict Primary Legislation. In his article "When a subsidiary law breaches a primary law", Kevin Aquilina discusses a private members Motion that was tabled by two opposition MPs (Motion No. 46), to amend Legal Notice 136 of 2017 (Medically Assisted Procreation National Standard Order). The motion requested that a definition of the term 'prospective parents' be defined in terms of the Embryos Protection Act Chapter 342 of the laws of Malta. This Primary law had a different

Step 13: At the end of the downloaded document, you will be able to identify the sources that the similar sections relate to

ORIGINALITY REPORT			
35%	13%	8%	29%
SIMILARITY INDEX	INTERNET SOURCES	PUBLICATIONS	STUDENT PAPERS
Match Sources			
1	Submitted to (school name not available)		14%
	Student Paper		
2	Submitted to University of Malta		5%
	Student Paper		
3	Submitted to Leeds Beckett University		3%
	Student Paper		
4	timesofmalta.com		3%
	Internet Source		
5	www.robertmused.com		2%
	Internet Source		
6	Kevin Aquilina, "The Parliament of Malta versus the Constitution of Malta: parliament's law-making function under section 45(1) of the Constitution", Commonwealth Law Bulletin, 2012		1%
	Publication		
7	www.un.edu.mt		1%
	Internet Source		
8	www.constitution.org		
	Internet Source		

Step 14: You can choose to exclude the Bibliography from the parameters to be included in the similarity analysis



Resubmission

- You can resubmit an assignment as many times as you wish before the deadline communicated to you on the Assignment submission form.
- The similarity percentage will update with each new submission. Always remember that this needs to be below 20% including direct quotations
- The uploaded version of the assignment at the time of the deadline will be considered as the final submission.



Remember

- Your upload should include the Assignment Submission Form. This will NOT be counted as part of the word count or for similarity purposes
- Uploaded documents should be in PDF Format. These should NOT be scanned
- Assignments uploaded after the submission deadline will be considered as late submissions and may result in a grade deduction, UNLESS a request for an extension has been made and approved by 21 Academy's Administration prior to the deadline. This request should be made via the appropriate Form available in the Student Resource Centre
- You have the possibility to download a copy of the document version you have downloaded





**Undergraduate Diploma in
Business Administration**

Creating a Business

Tutorial Title: Tutorial 02



Lecturer: Angelito Sciberras

Date: 1 November 2025

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