



NANYANG
TECHNOLOGICAL
UNIVERSITY

Briefing for EEE Final Year Students

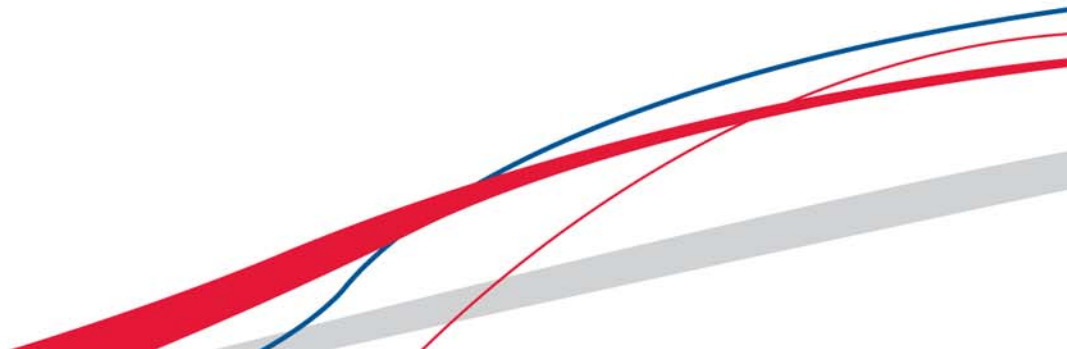
presented by

Associate Professor Lin Zhiping

EEE FYP Committee Chairman

School of Electrical & Electronic Engineering

12 August 2011



Agenda

- Project Assessment
 - ☐ Interim
 - ☐ Main
- Final Year Project Report Preparation
- FYP Time and Project Management
- Submission Details for Semester 1 FYP
- Some Important Issues
- Upcoming Events for Final Year Students
- General Contact Information



Interim Assessment

Project Plan/Strategy

- Student's progress will be closely monitored
- A short project plan/strategy report (2-3 pages)
- To be submitted at the beginning of Week 6

Interim Assessment

Interim Report

- It is compulsory
- Submit at the end of the first semester
- Highlight progress and relevant work
- Meet the objectives laid out in the project plan/ strategy
- Normally 4-5 pages (A4 size)

Main Assessment

- End of the second semester
- It has two components (for both the main supervisor and the examiner):
 - Project Final Report
 - Oral Presentation
- It has one additional component (for the examiner only):
 - Project Demonstration
- It has another additional component (for the main supervisor only):
 - Final Assessment

Main Assessment

Project Final Report

The main supervisor and the examiner will grade the student based on:

- Presentation of the report
- theory, design and implementation
- Introduction, review of and comparison with relevant work, discussion and conclusion
- Results, quality of work and level of complexity

Main Assessment

Project Demonstration

- This is compulsory
- Make arrangement with the examiner to view a demonstration of your project.

Note: *Examiner will interview the student to assess how well he or she understands his or her project. The examiner will grade the student based on the demonstration and interview.*

Main Assessment

Final Assessment

The main supervisor only will grade the student based on:

- Initiative and responsibility
- Ability and independence

Main Assessment

Oral Presentation

The main supervisor and the examiner will grade the student after oral presentation.

- Oral presentation is compulsory and fixed at the period right after the final examination paper
- Attended by supervisor(s) and the examiner
- Oral presentation: 25 minutes (15 mins presentation and 10 mins Q & A)

Note: Student who has valid reasons or official leave during the oral presentation period, must contact their supervisors and examiner well before the oral presentation to make necessary arrangement.

Final Year Project Report Preparation

Project Final Report

- A formal, type-written final report
- Main body: normally 40 - 60 pages
- 1.5 spacing is required
- Times New Roman, font size 12
- Margin: 35mm on the left hand side, 30mm for top, bottom and right hand sides of each page

Final Year Project Report Preparation

Project Final Report

Contents of the report should be in this order:

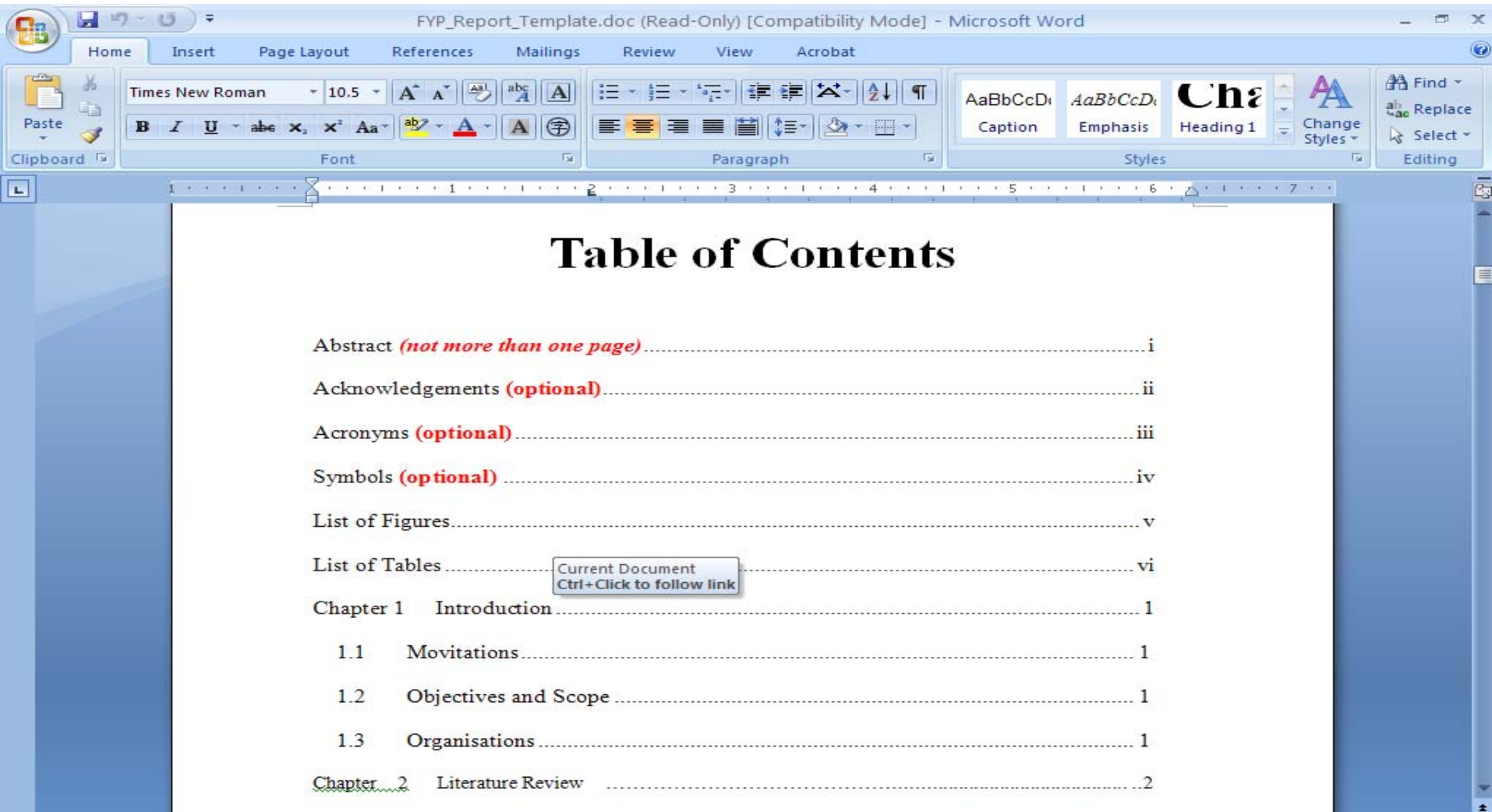
- (a) *Cover Page*
- (b) *Table of Contents*
- (c) *Abstract (not more than one page)*
- (d) *Acknowledgements to give recognition of any advisory or financial assistance received in the course of the work on which the report is based (optional)*
- (e) *Acronyms (optional)*
- (f) *Symbols (optional)*
- (g) *List of Figures*
- (h) *List of Tables*
- (i) *Main chapters (Chapter 1, Chapter 2.....)*
- (j) *References*
- (k) *Appendix (optional)*



Final Year Project Report Preparation

Template for Project Final Report

http://www3.ntu.edu.sg/eee/fyp/student_guideline/FYP_Report_Template.doc



The image shows a screenshot of Microsoft Word in Compatibility Mode, displaying a document titled "FYP_Report_Template.doc (Read-Only) [Compatibility Mode] - Microsoft Word". The ribbon includes Home, Insert, Page Layout, References, Mailings, Review, View, and Acrobat. The main content area displays a "Table of Contents" with the following entries:

Abstract (<i>not more than one page</i>).....	i
Acknowledgements (optional).....	ii
Acronyms (optional).....	iii
Symbols (optional).....	iv
List of Figures.....	v
List of Tables.....	vi
Chapter 1 Introduction.....	1
1.1 Motivations.....	1
1.2 Objectives and Scope.....	1
1.3 Organisations.....	1
Chapter 2 Literature Review.....	2

A tooltip is visible over the "List of Tables" entry, containing the text: "Current Document Ctrl+Click to follow link".

Final Year Project Report Preparation

Project Final Report

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- (k) *Appendix (optional)*

New and Important!

Compulsory Sections in the Discussion/Conclusion Chapters

Include, as many as it is possible, the following topics (outcomes) in your FYP FINAL REPORT:

Through your FYP project, how you

- Use the techniques, skills, and modern engineering tools necessary for engineering practice with appropriate considerations for public health and safety, cultural, societal, and environmental constraints;
- Understand the impact of engineering solutions in a societal context and to be able to respond effectively to the needs for sustainable development;
- Function effectively within multi-disciplinary teams and understand the fundamental precepts of effective project management.

FYP Time & Project Management

- FYP carries 10 AUs
- Spread over 2 semesters
- Keep to the schedule and do FYP consistently
- Spend at least 9 hours per week on FYP including the recess week and vacation
- Check your NTU emails regularly, and pay attention to those with subject title starting with FYP

FYP Time & Project Management

- Contact your supervisor(s)/RI-Co-supervisors/industrial sponsors regularly, particularly the main/sole EEE supervisor
- All information FYP can be found at this website (check regularly):

<http://www3.ntu.edu.sg/eee/fyp/default.asp>

- Guide on time management can be found at this website:

<http://www.eee.ntu.edu.sg/CurrentStudents/StudentWelfareandSupport/LearningProficiency/Pages/TimeManagement.aspx>

Submission Details for Semester 1 FYP

- Project Plan/Strategy submission: **13 September 2011**
- Interim report submission: **8 November 2011**
- Draft report submission: **23 March 2012**
- Final report submission: **5 April 2012**
- Demo: **9 -13 April 2012**
- Oral presentation: **7 - 8 May 2012 (after the last exam paper)**

Note: For Semester 2 FYP, please refer to the [FYP Website](#).



B-type projects

These include RI, ISP, SCP and SMP FYP.

- Involve co-supervision by RI co-supervisors or ISP company sponsors or professors from other schools in NTU. Regular contact with them is very important! You need to arrange regular meetings with them.
- FYP Assessment is still done by EEE main supervisors, in consultation with them.
- More challenging but more demanding in general.
- Main responsibility is still with EEE main supervisors.

Add/Drop period: first two weeks (till 21 August 2011, Sunday)

- To select a new FYP or drop an allocated FYP, you must follow the same practice for adding/dropping a course, i.e., within the first two weeks (till 21 August 2011, Sunday) . Just email me.
- To select a new FYP, you also need to attach your degree audit (in pdf file) for verification of eligibility. We will provide you the list of available projects for selection.
- NO add/drop is allowed after 21 August 2011, Sunday.
- FYP is for two semesters and NO extension is allowed except for approved MC/LOA for at least one semester. Everything must be done by 8 May 2012, including oral presentation.

Change of supervisors/projects

- Change of supervisors – difficult and discouraged. For special cases, must provide good reasons and obtain the agreement from the existing and new supervisors. For B-type projects, agreement from co-supervision by RI co-supervisors or ISP company sponsors or professors from other schools in NTU is also required. Must be done by the end of the add/drop period!
- Change of projects (with the same supervisors) – easy! Agreement by both students and supervisors. Additional agreement is required for B-type projects. Can be done by main supervisors any time till the middle of the second semester (around end of Feb. beginning of March, 2012).

Upcoming Events for Final Year Students

- EEE Week & EEE Night – **February 2012**
- EEE Excellence Award – **March 2012**
 - 2nd Upper and above
 - Good CCAs
- Voting of EEE Valedictorians – **March 2012**
- EEE Yearbook
 - Feedback survey on EEE Yearbook 2011 and suggestions on EEE Yearbook 2012 – **October 2011**
 - Upload individual /group photos, personal data, etc. – **Dec 2011**
 - Collection of EEE Yearbook 2012 – **End July 2012**
- EEE Convocation – **End July 2012**
- EEE Graduates' Evening – **August 2012**

General Information

- FYP Supervisor(s)
- FYP Committee Chairman, Professor Lin Zhiping
 - ❑ Email: EZPLin@ntu.edu.sg
- Student Welfare and Support Unit, Manager, Ms Joanne Quek:
 - ❑ Tel: 6592 1802
 - ❑ Email: eesws@ntu.edu.sg
- Visit FYP Website regularly for **updates, FAQ, guidelines and others** :
<http://www3.ntu.edu.sg/eee/fyp/default.asp>

Q & A



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