

Planned Schedule for Final Year Project (UECS3596 Project II)
Department of Internet Engineering and Computer Science
Lee Kong Chian Faculty of Engineering and Science
Session May 2018

Week	Milestone	Description	Responsible
Week - 1	Attend Project II Briefing	Date: 1 June 2018 (Friday) Time: 1pm -2.30 pm Venue: KB 606	<ul style="list-style-type: none"> • Student • Project coordinator
	Meet supervisor – Kick Start Project II	<ul style="list-style-type: none"> • Discuss feedback of FYP I • Discuss project II activities and milestones (FYPII's plan) • Discuss schedule of regular meetings 	<ul style="list-style-type: none"> • Student • Supervisor

Week	Milestone	Description	Responsible
Week- 2 to Week- 10	Meeting with supervisor	<ul style="list-style-type: none"> • Discuss FYP-II's progress 	<ul style="list-style-type: none"> • Student • Supervisor
Week- 2,4,6,8,10	Submit 'FYP log book' to the supervisor	<ul style="list-style-type: none"> • Update the progress/ activities in the log book. • Present deliverables to the supervisor during meeting. 	<ul style="list-style-type: none"> • Student • Supervisor
Week-6	Supervisor feedback on the progress	<ul style="list-style-type: none"> • Supervisor provides feedback of the satisfactory of the student's progress the Log Book and Project II coordinator (in shared file). • Feedback by 6 July 2018 • Student to follow up with supervisor 	<ul style="list-style-type: none"> • Student • Supervisor

Week	Milestone	Description	Responsible
Week-7	Create Turnitin account for student	<ul style="list-style-type: none"> • Supervisor ensures FYP II student is assigned with an active Turnitin account. • Student follow-ups with supervisor for Turnitin account. 	<ul style="list-style-type: none"> • Student • Supervisor
Week-8	Meet supervisor – preparation for FYP II poster	<ul style="list-style-type: none"> • Discuss Project II progress • Discuss poster submission 	<ul style="list-style-type: none"> • Student • Supervisor
Week-10	Submission of draft poster to supervisor	<ul style="list-style-type: none"> • Get relevant information from respective supervisor or FYP's website 	<ul style="list-style-type: none"> • Student • Supervisor
	Supervisor feedback on the progress	<ul style="list-style-type: none"> • Supervisor provides feedback of the satisfactory of the student's progress the Log Book and Project II coordinator (in shared file). • Feedback by 3 August 2018 	<ul style="list-style-type: none"> • Student • Supervisor

Week	Milestone	Description	Responsible
Week-11	Meet supervisor for feedback on the progress (if obtain unsatisfactory progress in Week-10).	<ul style="list-style-type: none"> • Discuss Project II progress • Supervisor to provide feedback to student and Project II coordinator. • Feedback by 10 August 2018 	<ul style="list-style-type: none"> • Student • Supervisor • Project coordinator
	Submission of FYP poster	Date: 6 August 2018 (Monday) Time: Before 5pm Venue: 8 th Floor, FE36(1) Poster : Softcopy (upload to the wble) and A3-sized	<ul style="list-style-type: none"> • Student • Project coordinator

	<p>Prepare FYP II report</p>	<ul style="list-style-type: none"> • Prepare FYP 1 report using the report writing guidelines provided. • Upload softcopy report to Turnitin (<i>at least 2 days before submission</i>) • Check the originality of FYP report using the Turnitin. Ensure a similarity of ≤ 20. • Print the similarity report from Turnitin. • If the parameters of originality are not within the limits approved by UTAR, the students will not be allowed to submit their FYP Report and will be considered as incomplete FYP submission. • Download the 'Supervisor's Comment on Originality Report' form and get it signed by the supervisor(s). 	<ul style="list-style-type: none"> • Student • Supervisor
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Week	Milestone	Description	Responsible
Week-12	Poster selection	Decision on the short-listed posters by FYP committee.	FYP committee
	<p>Submission of final FYP II report (for final grading):</p> <ul style="list-style-type: none"> • ONE(1) hardcopy of comb-bindingreport to supervisor • ONE(1) hardcopy of comb-bindingreport to moderator • ONE(1) softcopy of final report (attached one CD to a hardcopy report (supervisor)) • A hardcopy of Turnitin report (First page only, similarity index ≤ 20%) • Supervisor’s comment on OriginalityReport Generated by Turnitin(FM---IAD---005). 	<ul style="list-style-type: none"> • Date: 17 August 2018 (Friday) • Time: Before 3pm • Submit To: Lab Officer (Ashraf) • Venue: Lab at Level 9, KB903 • Penalty for late submission <ul style="list-style-type: none"> • Late or incomplete submission after 3pm, Week-12, Friday : Deduction of 5 marks from the final marks • No submission or incomplete submission after 3pm, Week-13 Monday (20/8/2017) : FAIL (Grade F). 	<ul style="list-style-type: none"> • Student • Supervisor • Project coordinator • Moderator • Lab Officer

Week	Milestone	Description	Responsible
Week-13	Oral Presentation by students	<ul style="list-style-type: none"> Submission of hardcopy of FYP presentation slides during oral presentation (2 copies: 1 to the supervisor and 1 to the moderator) 	<ul style="list-style-type: none"> Student Moderator Supervisor
		<ul style="list-style-type: none"> Attend FYP Poster competition, 23/8 (9am-2.30pm) Sign-in and sign-out during the event Free lunch for all FYPII's students. Prepare a 'summary of 3 FYP posters', get it verified by the supervisor. 	<ul style="list-style-type: none"> Student Supervisor

Week	Milestone	Description	Responsible
Week-15	Submission of summary & Finalizing final FYP II report	<ul style="list-style-type: none"> • Submit summary of 3 posters that has been verified by the supervisor. • Collection of marked reports (supervisor and moderator) at Lab at Level 9, KB903 on 7 September 2018 (Week-15). • Student follow-ups with supervisor 	<ul style="list-style-type: none"> • Student • Moderator • Supervisor • Project coordinator

Week	Milestone	Description	Responsible
Week-16	<p>Submission of final FYP II report (soft-bound):</p> <ul style="list-style-type: none"> • ONE(1) hardcopy of corrected soft-bound with beige cover • ONE(1) softcopy of corrected report (CDROM) • Marked final reports (2 copies) • Permission sheet to FYP committee • A hardcopy of Turnitin report (Last page only, similarity index $\leq 20\%$) • Supervisor's comment on OriginalityReport Generated by Turnitin(FM---IAD---005). • Lab declaration form 	<ul style="list-style-type: none"> • Date: 14 September 2018 (Friday, Week-16) • Time: Before 3pm • Submit To: Lab Officer (Ashraf) • Venue: Lab at Level 9, KB903 • Penalty for late submission <ul style="list-style-type: none"> • Late or incomplete submission after 3pm, Week--16, Friday : Deduction of 5 marks from the final marks • No submission or incomplete submission after 3pm, Week-17 Monday (18/9/2017) : FAIL (Grade F) 	<ul style="list-style-type: none"> • Student • Supervisor • Project coordinator • Lab Officer