How to prepare and write the Graduation Project

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Outline

- **First Viva**
- **Second Viva**
- **Final Viva**
- **Mark Distribution**
- **Report Format**
- **Report Chapters**

First Viva

- This is the first presentation by the students to demonstrate the following:
- 1- Their understanding of the topic
- 2- The references that they have viewed and collected for the project
- 3- Plan for the project
- 4- Basic introduction of the main objectives and aims of the project

Second Viva

- This is the second presentation by the students to demonstrate the following:

- 1- Their progress on the project in general

- 2- A working prototype if software development is involved

- 3- Brief explanation of the projects contribution and achievements so far.

- 4- Brief explanation on the next stage of the project

Final Viva

- This is the final presentation of the project and should show:

- 1- Achieved aims and objectives

- 2- An overview of the project methodology

- 3- Limiting factors such as difficulties and obstacles in achieving the main objectives of the project

Mark Distribution

- The committee puts 5% on the first viva and must approve the project tittle.

- In the Second viva the mark would be 15 % and must be made more than 70% of the work.

- In the final Viva the mark 30% and all the report must be made

- In the final report, there is 50 % and must be handed to the committee before the final viva .

Report Format

- The report should be between 25-40 pages maximum written in
- Calibri (Body) font with size 12.
- Heading 1 should be a size 14, heading 2 sizes 13 and heading three sizes 12
- Margins all around should be 1 inch
- The report should contain the following sections and chapters:

Report Chapters

Chapter 1

- Brief overview of the chapter
- Introduction
- This section is very important a reader should be able to understand
- What the report is about
- What method is used to get required data for the report
- What results have been achieved
- What conclusion can be drawn
- How the report can contribute to the area of the study, which the report is written on.
- Aims and objectives of the project
- Students will specify all the aims and objectives of the project in this section
- Project limitations
- In this section students identify all the limitations of the project

Report Chapters

Chapter 2

- Brief overview of the chapter
- Literature review (background)
- This section is about background information on the topic, e.g. works that others have done on the topic.
- Brief overview of the chapter
- Methodology
- This section should explain what method or approach has been used during the project to collect, process and display results and why this method has been chosen.

Report Chapters

Chapter 3

- Brief overview of the chapter

- Findings

- This is where all the results and findings of the report and project is presented and organized in a way that the reader can understand.

- Analysis and evaluation

- In this section the findings and results are analyzed to point put weaknesses and strength of the project and what could have been done to get better results

Report Chapters

Chapter 4

- Brief overview of the chapter

- Conclusion

- The conclusion is an important part of any report, it should summarize everything in the report for readers and tell them to what extend the objectives have been achieved. The limiting factors should be outlined in this part as well so others can look out for should this project is repeated.

References

- The IEEE referencing format should be used for all references like:

  [1] S. F. Reid, "The Importance of scientific   method, "Unpublished manuscript, BSC100:
  Building Blocks for   Science Students, Murdoch Univ., Murdoch, WA, Australia, 2016.

- A full URL if the reference a link from website like:

  http://www.enterprisenetworkingplanet.com/netsp/article.php/
  3607381/Networking-101-Understanding-   Routing.htm