Final Year Project

	Done	Tasks	Start Date	End Date	Priority	Who	HowTo
1		**Final Year Project**					
2	☐	Attend Lecture	01/10/12	01/10/12	↓	*Frank Langbien*	Lecture
3	☐	⊟ Arrange Meeting with Supervisor	01/10/12	03/10/12	↓	*Irena Spasic*	Cardiff Mail
4	☐	Join Facebook Group	03/10/12		↓	*Me*	Facebook
5	☐	Set up Google Docs Sharing	03/10/12		↓	*Me*	Google Docs
6	☐	Arrange Meeting with Moderator	04/10/12	07/10/12	↓	*Xian Sun*	Cardiff Mail
7	☐	⊟ Task 1: Initial Project Plan	01/10/12	19/10/12	❗	*Supervisor*	PATS
8	☐	Create Weekly Plan	01/10/12	19/10/12	❗	*Me*	GoogleDocs
9	☐	Create Gantt Chart	01/10/12	18/10/12	❗	*Me*	SmartSheet
10	☐	Write Project Description	06/10/12	18/10/12	❗	*Me*	GoogleDocs
11	☐	Determine Aims and Objectives	04/10/12	18/10/12	❗	*Me*	GoogleDocs
12	☐	⊟ Task 2: Interim Report	19/10/12	14/12/12	↓	*Supervisor*	PATS
13	☐	Write Introduction	19/10/12	22/10/12	↓	*Me*	GoogleDocs
14	☐	Produce Background Study	10/10/12	20/10/12	↓	*Me*	Resources
15	☐	Create Coursework Main Body	25/10/12	23/11/12	↓	*Me*	Word
16	☐	Write Conclusion	24/11/12	07/12/12	↓	*Me*	GoogleDocs
17	☐	Implementation	01/11/12	01/01/13	❗	*Me*	TextPad
18	☐	Task 3: Final Project	01/01/13	03/05/13	↓	*Me*	PATS

Task Notes

Attend first lecture on the individual project

Arrange meeting to discuss initial project plan

Join the Facebook Group created by Supervisor

Check Google Account for Shared Document

Arrange Meeting to discuss Project

Complete initial project plan

Create plan to log project progress

Create gannt chart for final year project

Fill out the project description section of report

Create aims and objectives specific to my project

Complete Interim Report

Write the introduction for the interim report

Conduct detailed background study of tech available, current

Create the specification and write the main body for the report

Finish the report concluding my findings

Create the online scrapbook website

Complete Final Project

Discussions on Final Year Project

Set up Google Docs Sharing *Row 5*

Started by jakemiddy@gmail.com on 07/10/12 15:18

> This will be used for making changes to the Initial Plan and updating Irena regularly with my progress.
>
> *jakemiddy@gmail.com on 07/10/12 15:18*

Arrange Meeting with Moderator *Row 6*

Started by jakemiddy@gmail.com on 07/10/12 15:44

> This meeting will be held to talk the moderator through my project and discuss the Initial Plan
>
> *jakemiddy@gmail.com on 07/10/12 15:44*

Task 1: Initial Project Plan *Row 7*

Started by jakemiddy@gmail.com on 07/10/12 16:00

> For your initial plan one to two pages of text are sufficient. It should contain the following information:
>
> Project Title
>
> The title of the initial plan document should be "Initial Plan" followed by the title of your project. List yourself as author and also say who your supervisor and moderator is. Please also list the module number you are taking and credits due for this module (see Approval Criteria below).
>
> Project Description
>
> The first section of the document should be a brief description of your project outlining its context and what it is overall about. You can adapt the proposal used to select your project. There is no need to describe a lot of detail and this would usually not more than half a page.
>
> Project Aims and Objectives
>
> The second section of the document should be a list of aims and objectives for your project. These are statements of what you set out to achieve with your project. Try to be as specific as possible at this stage, but avoid getting into too many details that may change later. It's the main results and components of your project you should list. A bullet point list with at most one level of sub-points is usually sufficient.
>
> For modules CM0300, CM0333 or CM0400 (the short individual project) your aims and objectives are what you expect to have at the end of the module for your final report.
>
> Work Plan

The last section of your plan should consist of a time plan stating what you are working on when. This should include clear milestones of what you expect to achieve by which date and also show how you intent to achieve these milestones. Make sure the deliverables for the reports (especially the interim report, if applicable) clearly link with your time plan, such that you can actually deliver them when they are due.

You are free to choose the work plan format that you think is best suited for your project and working style. This may be a Gantt chart, but sometimes it may also be sufficient to simply list in sequence what you are working on with a time-scale and milestones/deliverables. Usually a weekly scale for the work plan is a good choice. Take note of the deadlines for the deliverables as listed in your PATS project description when you develop the work plan and also consider any other commitments and busy times such as the exam periods.For your initial plan one to two pages of text are sufficient. It should contain the following information:

jakemiddy@gmail.com on 07/10/12 16:00

Task 2: Interim Report *Row 12*

Started by jakemiddy@gmail.com on 07/10/12 16:01

Structure and Contents

The interim report should be at most 5000 words long. General guidance on project report structures is available in Arranging Material and Structuring the Project Report.

The general structure for your interim report should be:

Title PageSupport
Abstract
Acknowledgements
Table of Contents
Table of Figures
1.Introduction; Main body
2.Background
3.Approach
4.Conclusions
GlossarySupport
Table of Abbreviations
Appendices
References

If you are implementing a piece of software the "Approach" section above would be the "Specification", possibly with a discussion of how to realise this. For a project addressing a "softer" problem the Approach section may be "Selection of Approach". If instead you intend to compare algorithms it may a "Description of Algorithms"

and if you intend to design and and analyse an algorithm it could be "Algorithm Designs". The Conclusions section should briefly conclude only your interim report.

You should adjust the structure of the interim report to your specific project and choose suitable sections to represent this. Please discuss the structure and contents of your interim report with your supervisor. The three main sections / topics you should be covering are:

Introduction

The introduction should describe what your project is about, outline the problem you intend to work on and its context and what you aim to achieve.

Background

The background should cover the information that a typical reader cannot be expected to know, but which they will need to know in order to fully understand the project. This covers information about related work that you may either use in your project or that attempts to solve a similar problem.

Approach

The approach is a project specific part and should cover details about how you intend to solve the problem. It should cover the deliverables your prescribed in the initial plan for your interim report. This could be the requirements and specification with a design of the whole or part of the problem, or simply the approach you intend to use to gather the requirements and validate your models. You may also describe the algorithms you intend to implement for a more research oriented project. Alternatively it could also cover the design and implementation of a smaller component of your complete system.

Conclusions

The conclusions should be a summary of the main results and the aims of your interim report. You can also mention your future work, intended to be executed for the final report, and to link it to the final report. In Some cases you may also wish to provide an update timeplan, from the initial plan, describing how you are continuing the project until the final report submission. This timeplan could be included in as an appendix of the interim report.

jakemiddy@gmail.com on 07/10/12 16:01