

Final Year Project TO-DO List

☐ Research

☐ Logbook (using Class Notebook)

<input type="checkbox"/>	Initial Project Proposal		5pm Friday, 11th October 2024
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☐ Discussion with Supervisor (agree deliverables, arrange meeting schedule)

<input type="checkbox"/>	Final Project Proposal		5pm Friday, 11th October 2024
	Gantt Chart		5pm Friday, 11th October 2024

☐ Discussion with Supervisor

- Health and Safety
- Commercial Risk evaluation
- Legal Requirements
- Intellectual Property
- Environmental Impact
- Ethical conduct
- Social Context
- Product Safety & Liability
- Internationalisation – Global Market

☐ **Risk Assessment Form (signed by Supervisor) - before you can spend budget**

☐ Background Research

☐ Order required Components / Resources

SEMESTER 2 - OFFICIAL PROJECT START : Work Begins

☐ Discussion with Supervisor

☐ Deliverable 1 complete

☐ Deliverable 2 complete

<input type="checkbox"/>	Progress Demonstration -	10%	4pm Wednesday, 26th February 2025
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EASTER VACATION

☐ Discussion with Supervisor

☐ Deliverable 3 complete

☐ Deliverable 4 complete

☐ Discussion with Supervisor

<input type="checkbox"/>	Poster		1pm Friday 4th April 2025
<input type="checkbox"/>	Vivas	10%	5pm Wednesday 30st April 2025
<input type="checkbox"/>	Project Showcase		Thursday 1st May 2025
<input type="checkbox"/>	Report	20%	4pm Monday, 28th April 2025

Celebrate