



NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY
Department of Electronic Engineering

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May 22, 2017

Dear Part IV Student, Electronic Engineering

Ref: Final Assessment

You are advised that your final assessments will be conducted at the department on the 30th of May 2017 as from 0800HRS. The activities on the day and prior to the day will be as follows and according to the following days.

Monday 29th May 2017

Please submit two hard copies of your industrial report by **1:00pm** to the senior secretary or to me. Also submit a PDF copy of your report to me by the 30th of May 2017.

At **1:30pm** there will be a meeting of all Part IV students in the Electronics Laboratory. I will give guidance on what is required for the Interviews and Oral Presentations. The meeting may also include guidelines and related issues on Final Year Projects.

Tuesday 30th May 2017 (morning)

Two members of staff, according to the attached schedule, will interview each student. The panel will have your report for reference. You will be required to bring your Logbook to the interview and this will be retained for assessment. Logbooks will be ready for collection after the examination period.

Thursday 1st June 2017 (morning)

There will be individual oral presentations according to the attached schedule. You will be asked to present for 10 minutes and then answer questions for 5 minutes from the audience. Power point presentations will be a necessity.

Please note those students who started attachment as from 1 November 2016 and onwards are not included in the list and will be assessed during the supplementary examinations period.

Notes:

1. Your overall assessment for Industrial Attachment is made up of the following components:

Combined assessment from Industrial and Academic supervisors	50%
Report assessment	30%
Individual interview	10%
Oral presentation	10%
2. Due to time constraints, the interviews and oral presentations cannot be rescheduled. Non-attendance will result in zero mark for the activity missed.
3. This is a provisional timetable; please attend the meeting at **1:30pm** for the final list.

R. Gonye (Mr)
Industrial Attachment Coordinator.