



Engineering Ethics

**HS401 Special Scientific
Programmes**



TERM PAPER

General comments

**USE IDs IN ALL YOUR
COMMUNICATIONS
VIA EMAILS
I DON'T REMEMBER
YOUR NAMES!**

General comments (cont.)

- Will not answer emails related to questions addressed in this file
- You can only discuss anything related to the term papers before or after the class or in office.
- Marks will be deducted if you don't follow the instructions mentioned in this file

Groups

- Each group consists of **6** students:
 - Groups with number of students less than 6 will not be accepted till most students submit their proposals.
 - *2 marks will be deducted in this case if submitted after the deadline*
- It is better if the students of each group are from the same program.
 - However, students from different programs can participate in the same group
 - *However, the topic should be suitable for the different programs*

Groups (Cont.)

- Make sure your name was included in your group (*no excuses that your friend did not include your name*)
- *If your group complain that you did not participate, you will get zero.*
- *Remember: Responsibility is one of the corner stones of the engineering profession.*
 - *Start practicing it* and report any wrongdoings

Topics

- *Better if topics from the posts in “Technology and society”*
- See attachment
- **BONUS** will be given to:
 - *Topics of interest related to:*
 - *Egyptian practices*
 - *Education or research related issues*
 - *Regulations and regulatory body of your program*
 - *Topics on projects affecting large number of users*
- If you are in doubt that the topic would not be suitable, *check with the instructor*
- *Don't address complicated issues in a simple way:*
 - If you are not going to do extra effort, choose a simple subject

Topics (Cont.)

- Make sure that the whole group have the same understanding of the topic:
 - You need to have at least one meeting for the whole group to discuss the paper together. Don't just depend on communications vs. social media

Evaluation

- Term paper (word or pdf files) + Presentation (power point file, or Prezi):
 - 15 marks for the paper
 - 15 marks for the presentation

Term paper format

- The paper (word file) consists of 10 – 15 pages
- The title should reflect the subject of your paper (***Be specific, Do not use a general title***). For example:
 - Social media ethical concerns
 - ***NOT*** Ethical issues for computer engineering
 - Fire safety in the construction engineering
 - ***NOT*** Ethical issues in the construction engineering
- ***Use the same paper title*** in: The proposal, the paper, the presentation, reserving your presentation time ...

Term paper format (Cont.)

- A guideline for the sections of the term paper is uploaded to the web site
- Adhere to the required format
- *Use*
 - *Figures, tables, sketches as much as you can*
 - *Figure captions and table headers*
- Pay attention to the *references used* (number, *types*, dates, style...)
- Include: *Conclusion*
 - *What does this mean for the term paper?*

Term paper format (Cont.)

- Include an *in-text citation* when you refer to, summarize, paraphrase, or quote from another source.
- Especially true for:
 - *Definitions, lists, numbers, data, figures, tables, etc....*
- For every in-text citation in your paper, there must be a *corresponding entry in your reference list.*

Term paper format (Cont.)

*Adhere to all what you studied
in the technical writing
course*

*What you learnt in this course
is to be applied throughout
your carrier*

Submission

- Each group should submit a *proposal form* (template is uploaded on the web site) including: Students IDs, names, Program and title of the paper, and a *short description of what the paper will be about.*
- *Using any other forms for submission will not be accepted (Will not reply that your submission is not accepted)*
- *2 marks will be deducted for being late. 5 marks will be deducted if you are more than one week late.*

Submission (Cont.)

- Name any file you send as:
 - *Title-ID*
 - *Un-named files will not be considered.*
- Each group should submit the term paper (word or pdf file) 3 days before the presentation days (to be announced later)
- *A hard copy of the paper and a CD having the presentation file need to be submitted on the day of the presentation*

Presentation

- Each group should choose one (*or two*) student to give the presentation
- Presentations should be given in *English*
- **15** minutes will be given for each presentation
- Each presentation should be around 14-15 slides
- Any member of the group can *answer the questions*. Not necessarily the presenter.

Presentation (Cont.)

- Date and time for each group presentation would be chosen based on a “first come – first serve” basis
- *You cannot change the date of presentation.*
 - If you have a problem, *you can present late on the same day.*
 - BUT, *you have to let me know in advance.*
 - Otherwise, *2 points will be deducted from each student in the group*

Presentation (Cont.)

- Bring your laptop to be used for the presentation.
 - *Make sure it is compatible with the projector connection cable*
- *All members of the groups should attend the whole period (not just their presentation time)*
- Any excuses for not attending the presentation need to be made in advance by sending an email to the lecturer explaining the reason for being absent.
 - *2 marks will be deducted for being absent without excuses or for not sending an email*

Presentation format

- Power point or prezi are accepted
- **Any presentations should have:**
 - **Cover page: Title and list of names and IDs**
 - **Outline slide (list of items of what is going to be covered)**
 - **Conclusion slide at the end**
 - **Adhere to balanced use of texts and figures.**
- *Instructions from some other courses will not be accepted (i.e., if you were instructed to use less text in the presentation)*

Final comments

- Notice that the main points should be covered in the presentation and the details should be covered in the paper. BUT, you are expected to know the details if you are asked about them during the presentation.
- **BONUS** will be given to:
 - Excellent paper format
 - Excellent presentation

Major *mistakes* that result in losing marks

In the paper:

- No references or conclusion
- No figure captions or table headers
- No section or subsection titles

In the presentation:

- No cover page and no group names
- No conclusion
- Dark background and dark text (together). This results in not being able to follow up the presentation.
- *Just reading your slides or your short notes and not facing the audience*

Deadlines

- ***Proposal submission deadline:***
 - Friday midnight 12 of April, 2019
 - Proposal form to be submitted via email to:
 - mohamed.hassan@alexu.edu.eg
 - Write in the email title:
 - Ethics paper: *(your paper title), Your ID*
 - e. g., Ethics paper: Electronic waste, 1234
- ***Paper submission***
 - 3 days before the presentation days (To be announced later).
- ***Presentation:***
 - Last week of the semester (To be announced later)
- **2 Marks will be deducted for any late submissions**

Be careful

- *Make sure that you receive an email indicating that your submission (proposal and paper) is accepted.*
 - *Always reply to my emails if you have questions or during submission of your paper.*
 - *DON'T WRITE A NEW MESSAGE*
- *Any appeals one week after posting marks or groups will not be accepted*