How to write a project

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Dates and deadlines

- Meet your supervisor !
- Come to the library training
  on Monday Oct 8, 1pm in ESLC B07.
- Go to the LATEX introduction
  on Tuesday Oct 9, 4pm in the computer room Coates C19
- Write a progress report by November 2
- Final deadline for report and poster: January 14

Find sources (see also library training)

- Books, articles, reviews, data …
- Library UNLOC, eLibrary Gateway, Web of Science, …
- Databases of articles: MathSciNet, zbMath, arxiv
  Short review, references to, references from, BibTeX
- Working at home: Use eLibrary Gateway.
- Ask at library, ask supervisor.

Progress report

- Not assessed. Mainly feedback for you.
- One, two, three pages. Contains:
- - What is the project about?
- - What have you done?
- - What and when do you plan to do?
- Submitted on moodle as a pdf.

Final report

The final report should have the following elements:

- Title page
- Abstract
- Introduction
- Main body
- Conclusions
- References

The LaTeX template has this set up for you.

Title page

The title page contains

- Title (that should correspond to the contents)
- Author
- What it is (project/dissertation)
- Plagiarism disclaimer

Abstract

The abstract

- states the topic(s) under investigation,
- main results or conclusions, and
- also methods or approaches where appropriate.
- It is informative, self-contained and concise.

Introduction

The introduction contains

- Background and context of the work.
- Aim of the work.
- Overview of the work.
- Statement of main achievements, results or conclusions.
- Structure of the report outlined.
- It is one of the last things you write.

Main body

- Report broken into sections of digestible length, using subsections and appendices where appropriate.
- Text within sections appropriately broken into paragraphs.
- Sectioning is effective in signposting the main aspects of the work.

Conclusions

The conclusions should contain:

- Summary of the results.
- Conclusions, with reflection and critical analysis.
- Results interpreted in the context of the project objectives where appropriate.
- Directions for further work indicated.

Other elements

- Table of contents \tableofcontents
- Equations, figures, tables etc adequately and accurately cross-referenced. \label, \ref
- Captions to figures and tables appropriately informative. figure, table, tabular, \caption
- References collected into a bibliography. \cite, \thebibliography or BibTeX

Clarity

- How accurately and concisely does the text convey the meaning?
- Appropriate use of technical versus non-technical style.
- Grammar, punctuation and spelling. Proofreading.
- Layout and typesetting: fonts, spacings, page breaks; page numbering; equation typesetting.
- Technical production of figures, diagrams and tables where appropriate.

Your audience

- A mathematician, but not necessarily an expert in the subject.
- Think of a student like yourself at the start of the project.

Poster

- The e-poster should give a summary of the project to a non-specialist.
- It is A3.
- It is submitted electronically as a `pdf`-file on moodle.
- LaTeX, Powerpoint, . . .

Poster

- Contains your name, a title and your supervisor's name
- Target audience knows less than for report
- Make it visually appealing: Use colours, pictures
- Split the space in columns or blocks
- We will show the best ones in the atrium and they get amazon vouchers

Plagiarism

Plagiarism means to pass off someone else's work, intentionally or unintentionally, as your own.

- DON'T.
- Read the guidelines. Chapter 6 in the student handbook.
- Reference all sources [1] precisely (see Theorem 3.1.2 in [2]).
- He writes "Reference every quote" on page 1234567 in [19].
- Don't use scanned pictures without acknowledgement.
- Never copy-paste into your file.
- Your work will be checked by turnitin.

Hand-in

- Final report printed: double-sided, bound or stapled,
  (Student Service Centre)
- Final report: `pdf`.
  (Moodle)
- e-poster: `pdf`.
  (Moodle)
- Keep your files (.tex, code, data, pictures, . . .)
  We might need them.

Worry about:
- Deadline (Heavy penalty)
- Page limit etc. (See moodle page)
- Backup your files regularly

Enjoy your project !