

Department of Computer Science and Engineering Govt. Engineering College, Thrissur - 9

Some important Guidelines on CS09 608(P) Mini Project

Session: Starting in Dec 2012

(The co-ordinators reserve the right to adjust the scheme when required)

Course:

Contact time slots : Prefixed 2 hour slot every week, fixed by guide

Venue : fixed by guide

Overall process:

Each student select a problem and complete the work by going through the software engineering process in this semester itself in consultation with guide assigned to him by the department. Following are the different stages of activity in this semester:

1. Choose a guide:

The department faculty is offering projects in their areas(see course page for detail). You are free to approach any of the faculty; similarly, faculty has the freedom to select any student from among the students approaching him. But each faculty will choose a predefined number of students as per department policy which ensures every student a faculty to guide his project in two rounds of discussion. The process of fixing guide will be over in two days time. Any student, after assigned to a guide, should submit the Proforma1(available at course group page-file section) to his guide.

After fixing a guide, the other details of project will be provided by the end of week by student in consultation with guide.

As per ISO 2011 QMS DP 03 Academic procedure, submitting a project synopsis within one month is a must. Use Proforma 3 to do this

2. Doing the work:

As per university syllabus, everything including documentation is to be completed in this semester. The progress of a student will be monitored by respective guide. There will be interim evaluations performed by guide.

3. Report submission:

Prepare electronic version of the report using templates available in department. Templates are available for $\text{\LaTeX} 2_{\epsilon}$ document preparation systems. Submit e-copy(along with source for $\text{\LaTeX} 2_{\epsilon}$) by the last date as per the schedule fixed. There will be a penalty of 1 mark per day for late submission. Students are required to submit Proforma 2 after e-copy submission is done. After the review process, 4 copies of the bound volume has to be brought while coming for evaluation.

While submitting e-copy, e-copy of user manuals developed also need to be submitted separately. These copies will available in department library later.

4. Present it:

Present the work done in the semester before the departmental evaluation committee. Presentation as such does not carry any marks, but, is the interactive means by which evaluators assess quality and quantity of work. The marks awarded by evaluation committee will be sent to him by group mail.

- Timeframe of a session:

The presentation done by a student as part of final evaluation has a 1 hour duration which involves explaining the work accomplished.

- Timeslot for final evaluation

A schedule of evaluations will be published in due course of time. For valid reasons(permitted by University and College council) late evaluation or re-assignment of slots is possible with *prior written permission*. All students are directed to take sufficient care in knowing the latest details by themselves, by going through the course page. Any complaint regarding the non-availability of the course group page should be brought to immediate attention of the instructors.

Late evaluation will not be done without prior written permission. A penalty of 3 marks per week applies for late evaluations, if a scheduled slot is left free due to reasons beyond what is allowed by university regulations.

References:

- Proforma1
- Proforma2
- Proforma 3
- ISO 2011 QMS AC 04, project progress
- Evaluation schedule - to be published
- Presentation standards
- Paper document standards, ISO 2011 QMS DP 03 Academic procedures
- Statement of project engagement(department policy)
- Assessment policy details
- e-journal resources