

ELEC6211 Project Preparation Coursework Guidelines

Coursework #2: Project Plan

You should produce a 5 page document using the attached template according to the following outline:

- **1 page: Aims/research question and Objectives**

Lay out the main aim(s) of the project, sometimes referred to as the research question. Make sure that this is relatively realistic and achievable and explained in sufficient detail as to be unambiguous. Present the objectives of your work. These would, in principle, form the basis of the work activities that you intend to carry out. The objectives should also inform the plan of work presented in chart form in the plan.

- **1 page: Summary of proposed research and analysis methodology**

This is a simple summary of the practical research methods and analytical methods you are proposing to use or investigate. There is no requirement for detail here. This should be a rough outline only, demonstrating that you have a good idea of what methods and techniques are suitable/ideal/possible, with a brief discussion of why you think this is so. This is a basic form of an experimental or research design framework and will allow you to discuss these matters with your supervisor.

- **1 page: Research plan – Gantt chart or Pert chart**

Using a Gantt chart, Pert chart or any similar form, lay out a rough idea of the plan of work you intend to follow in your project. Focus on demonstrating the relative timescales of each aspect and any inter-relationship between activities. Highlight objective end points or milestones and any follow on aspects which may arise. Also use some method to indicate optional or “it would be nice” aspects to the work. Obviously at this stage, this will be a rough guess compared to when you are actually doing the project. Keep this in mind when defining the activities, laying out realistic times and endpoints. Provide more detail for the beginning three-four weeks as well.

- **1 page: Ethical statement**

The application of technology always has ethical implications. They may be generic and difficult to define. For those projects with direct ethical issues, such as those that involve human data, this statement is straightforward. It should lay out those issues, the controls which you are including in your methodology and how you are going to make your application for ethical approval from the University. For those projects and the remaining ones, the ethical statement should cover the ethical implications of the work presented in your project in the area of application which you have identified. Summarise those implications, any aspects which would have an effect on the development of the project work in the future and any effects the project work would have for ethics in related areas. This should be informed by discussion with your supervisor, particularly if you have to make an ethical approval for your project.

- **1 page: Legal and commercial aspects**

This should be a short description of the commercial potential of the research project you are undertaking, what commercial influences there are likely to be and what legal aspects and/or frameworks are likely to apply. It should focus on the likely endpoint of the research rather than the specific endpoint of your project. However, it may be that the project has an actual demonstrable output, which would make this an easier topic to write about. This again is only supposed to be a summary discussion. You should focus on writing a clear and easy to follow statement but there is no need to have an in-depth investigation. This should be informed by your ongoing discussions with your supervisor.

Prepare the document using the template provided on the notes website and included below in this document. Stick to the page limits defined in the template.

<https://secure.ecs.soton.ac.uk/notes/elec6211/>

Submission will be electronic only in PDF format via the ECS handin system. **The submission deadline for this coursework is shown on the notes page and Handin.**