**GEOS 654 Advanced Visible and Infrared Remote Sensing – Guidance and tips for finals (2012)**

**Submission check list**

- Final report (one printed copy and digital version to be sent by e-mail) to be submitted by close of play on **Wednesday 9$^{th}$ May**
- Presentation with digital slides (i.e. PPT or PDF) on **Monday 7$^{th}$ May at 9.30 in the lab**

**Report guidelines**

- Report should be concise and at least 15 pages in length.
- The cover page of the report should have the exact title of your work, your name, name and title of the course (GEOS 654: Advanced Visible and Infrared Remote Sensing), name of the Department/s with which you are affiliated, names of the staff/faculty associate with your work, month and year of submission. Preferably, insert the appropriate logos the University and Department/s.
- The report should contain a table of contents, list of figures, acknowledgements, abstract, main contents and figures, references cited.
- All maps and remote sensing images presented should have a north arrow, scale and coordinates.
- Below is a suggested break-up of the contents of your report. You may choose to include more sub sections than what are given below. You may also choose to ignore one or the other of these sections if there is a considerable overlap in content. E.g. you may prefer not to make a separate section on advantages/contributions of your study, if you think the same points are already included in the section on conclusions. The sections in the report could include:
    - o introduction/problem definition
    - o objectives
    - o study area
    - o data input
    - o methods (preferably with a flow chart)
    - o processing results
    - o interpretation and discussion of results
    - o advantages of the study/ what the study contributes
    - o limitations of the study
    - o recommendations/ future directions
    - o conclusions
- The pages should be all numbered
- Text font size should be 12
- All figures should be numbered and should have a caption which is self-explanatory. This means that the reader should not feel the need to turn around pages to read and understand what the image intends to depict.
- **Please submit a hard copy and e-mail a digital version to chha@gi.alaska.edu by close of play on Wednesday 9$^{th}$ May**

**Presentation**

- Each student will get 15 minutes for their presentation with ~5 minutes for questions. The presentation should not run longer than 15 minutes. You should have around 15 slides in your presentation.

-  Do not clutter a lot of text in your slides. Your text font size on a slide should ideally be about 32 and definitely not less than 28.

- Use either a light font color on a dark background or vice-versa. Avoid using colors such as red text on a blue background – which certainly makes it difficult to read.

- Avoid using too many fancy text animation effects in your presentation (one or two animation effects, here or there for fun is okay). These special effects tend to take too much time, without adding any value to the content. Effects such as fading in, fading out and letters appearing one at a time should definitely be avoided.

- It is a good idea to be prepared to answer some 'anticipated questions'.  After your last concluding slide, you may keep some 'additional slides' ready in your presentation, which you could use to clarify some audience questions.

- **Bring your presentation on a USB stick or e-mail to [chha@gi.alaska.edu](mailto:chha@gi.alaska.edu) prior to the presentation session (Monday 7th May at 9.30).**