

Minutes of Honours Progress Meeting - 20131022

1 Attendance

Present:

Benjamin Hugo
Heinrich Strauss
Brandon Talbot
Prof. James Gain
Prof. Patrick Marais

(Prof. James Gain's Office, Building 18, UCT Upper Campus)
from 11h45 to 12h15

2 Agenda

General Thesis-writing tips

- Ensure thesis flow is top-down, not bottom-up
- May use images within thesis as long as it is sourced properly in-caption (e.g. [source: Wikimedia])
- Use illustrative examples (running through entire thesis if possible)
- Ensure that captions contain enough information; a guideline is that the gist of the thesis should be gained from flicking through caption titles.
- Use linking words between passages; this gives a sense on what your view is on the upcoming sentences.
- Explain pseudocode before figures.
- Avoid appendices; Any figure included should be in the body, if at all important enough to include
- Make mention of results as long as they are viable, even if the reason is unknown.
- Merge Results and Discussions chapters (specifically, ensure that there is no separate discussion chapter)

3 Post Meeting Action Items

Action: *Hand-in theses*
Assigned To: Project Team
Deadline: 28 October 2013

4 Decisions Made

Mark Allocations for Thesis (all team-members):

Analysis and Design	10
Theoretical Analysis	0
Experimental Design	5
System Development	15
Results	15
Aims	15

5 Further Meetings

No further meetings scheduled (end of project phase).