

Capstone42 – CALENDAR OF ACTIVITIES

2ND Semester 2018 – 2019

ACTIVITIES	DATE	DELIVERABLES/OUTPUT	DUE DATE
Capstone Project Adviser’s Forum	January 22, 2019 BSIT 4:00 – 5:00PM BSIS 5:00 – 6:00PM	Project Progress Report Issues and Concerns will be settled	*Progress Report January 25, 2019
Skills Test	February 9 – 10, 2019	Machine-based Programming Exam Results	
Adviser-Team Consultation	Team and Adviser’s schedule	Consultation Logs Form	<i>Filled-up Consultation Logs are Required during processing of Oral Defense Hearing Notice</i>
Panel-Team Consultation	Team and Panels’ schedule	Recommendations during proposal defense is clarified	
Censor-Team Consultation	Team and Censor’s schedule	Manuscript Progress	
Processing of Oral Defense Hearing Notice and Standard Form 10	February 1 – 15, 2019	*Oral Defense Hearing Notice (Perforate from the Manual) *Standard Form 10 (Form is available at the Chairpersons’ Office) * ORIGINAL Official Receipt	February 19, 2019 <i>*Submit the following to the Chairpersons’ Office:</i> - Oral Defense Hearing Notice - Standard Form 10 - <u>ORIGINAL</u> Official Receipt
Oral Defense Manuscript Finalization	February 11 – 20, 2019	- 5 hard copies of Capstone Project Manuscript (**contents should follow the Capstone42 Manuscript Outline) -PDF format copy of the Capstone Project Manuscript ** PDF copy must sent to ucb.ccs.capstone@gmail.com and use your &ltProduct Name: Complete Project/Research Title> as the email SUBJECT	February 23, 2019 Capstone Project Manuscript <i>* Censor’s Certificate must be submitted along with the manuscript.</i> *No Manuscript Submitted, No Oral Defense
Oral Defense Presentation Preparation	February 21 – 23, 2019	Oral Defense Presentation Slide (follow outline and guidelines as stipulated in the manual)	
Oral Defense	February 25 – 28, 2019 <i>(Specific schedule for each group will be reflected in the Oral Defense Hearing Notice Form)</i>	Oral Defense Results	
Oral Defense Manuscript Revisions	<i>After Oral Defense</i>	**Revised Capstone Project Manuscript **Approval to Print (get form from the Chairpersons Office)	** Approval to Print is required during signing of Approval Sheet
System Output Revisions			<i>Basis in signing of Approval Sheet</i>
Oral Defense Approval Sheet Routing	NOTE: Approval to Print is required during signing of the official Approval Sheet	Approval Sheet (Required during signing of Oath of Candidacy for Graduation)	March 4, 2019
Submission of Manuscript Hardbound and CD/DVD		** 1 Hardbound copy of the manuscript ** CD of the executable files, source codes and manuscript (refer to the manual for complete guidelines)	March 21, 2019 <i>(or before Graduation date)</i>