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**GEOGRAPHY AND ENVIRONMENTAL STUDIES 49905 & 49913-878**

## GIS FOR SPATIAL ANALYSIS AND DECISION-MAKING 59722 & 59854-878

**MASTERS PROGRESS REPORT SESSION**

To help you maintain continuity in the research process, a first research progress reporting session will be held at which all Masters and Honours students, as well as the teaching staff, will be present. All thesis Masters students beginning their theses this year must now present research progress reports.

* **Date:** Friday 8 June 2012, 09h00
* **Place:** Room 2028, ‘Kamer van Mynwese’ Building
* **Nature:** Oral presentation of progress report (10 minutes) followed by a discussion   
  (5 minutes), i.e. 15 minutes per student

**PRESENTATION FORMAT**

(i) **Report Specifications:**  The complete report must not exceed 1000 words in length (Graphics and tables are excluded. Provide Word Count in brackets at the end of the report). The text must be properly proofread, and preferably corrected by a qualified redactor.

1. **Generic reporting items:**
   * Personal particulars:

Course and Course code;

Student number, Surname and initials; Qualification already obtained;

Telephone, E-mail address;

* + Report headings:

Proposed Research title;

Research problem statement (only if altered);

Research aim(s) and objectives (emphasize changes especially);

Research methods already deployed;

Research progress made;

Research problems encountered, issues to resolve/help required;

Remaining research programme/time schedule;

New references located.

[Note: Supervisors may add more specific assignments, instructions and guidelines to their students.]

**PRESENTATION ARRANGEMENTS**

* Students submit their reports via email to their supervisor and all staff members by 12h00 on 6 June. Prepare for a ten minute **presentation** in which the essence of the report must be given to the audience. The use of overhead projections and/or handouts is advisable. If PowerPoint presentations are planned, please remember to **load** and **test** electronic presentations well before the session starts.

# M-Programme Convenor: Prof JH van der Merwe

June 2012