###### **Title of the Work**

**By**

**Student Name**

**Report Delivery Date:**

**Report Version No:**

###### **TERM REPORT of**

###### **CENG415 Thesis and Seminar 1**

Month, Year

**Thesis Advisor:**

###### **BACHELOR OF SCIENCE**

**Department: Computer Engineering**

**İzmir Institute of Technology**

**İzmir, Turkey**

**CENG415 UNDERGRADUATE THESIS REPORT CONTENTS**

***Important notes:***

* The work plan is prepared by the collaboration of student and advisor. It has to be cover planned studies for both terms as CENG415 and CENG416. This work plan can be revised and do not present in CENG416 thesis report.
* The books, articles, previous thesis reports and web links can be given as references under the section of references. But, please be careful to site each given reference with related sentence, picture, table, section or paragraph in report. [4]

The undergraduate thesis report is expected to include the following parts:

**TABLE OF CONTENT**

This part has to include all headings and sub headings of your thesis report. Each main heading describes a separated chapter of your thesis.

**1. THE DESCRIPTION OF WORK**

The concept and objectives of the project should be stated.

(**An Important note:** If your project is developed under support of a company or group, please indicate under a dedicated paragraph. In this project also which parts are specifically design by you (or your project members); please clearly indicate your contributions. This part is important to measure your design capability and success.)

**2. PROJECT MANAGEMENT**

Detailed work plan includes: work package list as shown from Table 2.1.

Please present your plans as follows [1].:

i) Describe the overall strategy of the work plan *(maximum length: 1 page).*

ii) Show the timing of the different work packages (WPs) and their components (Gantt chart or similar).

iii) Provide a detailed work description broken down into work packages:

* + - Work package list (please use table 2.1);
    - Description of each work package, and summary (please use table 2.2);
    - Summary effort table (please use table 2.3)

iv) Describe any significant risks, and associated contingency plans.

**Table 2.1: Work package list**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Work package No[[1]](#footnote-2)** | **Work package title** | **Type of activity[[2]](#footnote-3)** | **Lead  participant No[[3]](#footnote-4)** | **Lead participant short name** | **Person-months[[4]](#footnote-5)** | **Start month****[[5]](#footnote-6)** | **End month****6** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  | TOTAL | | |  |  |  |

**Table 2.2: Work package description**

**For each work package:**

|  |
| --- |
| **Objectives** |

|  |
| --- |
| **Description of work** (possibly broken down into tasks), and role of participants |

|  |
| --- |
| **Deliverables** (brief description and month of delivery) |

**Table 2.3 Summary of staff effort**

Please fill Table 2.3, if your project has more than one student partner.

A summary of the staff effort is useful for the evaluators. Please indicate in the table the number of person months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person-month figure in bold.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Participant no./short name** | **WP1** | **WP2** | **WP3** | **…** | **Total person months** |
| Part.1 short name |  |  |  |  |  |
| … |  |  |  |  |  |
| … |  |  |  |  |  |
| … |  |  |  |  |  |
| Total |  |  |  |  |  |

**3. METHODOLOGY & ANALYSIS**

The proposed methodology should be described and preliminary analysis artifacts should be prepared. This section should include the following components:

* The feasibility study.
* The process model and its particular adaptation.
* The functional and non-functional requirements.
* Analysis model.

**4. PLANNED SOLUTION/PRODUCT**

This section includes a presentation of the expected results from applying the methodology or solution as part of your project. You’re also expected to briefly describe the tools and/or technologies to be used.

**5. RELATED WORK/SIMILAR SOLUTIONS**

For a scientific study, related literature along with relevant discussion should be prepared. For application-oriented work, similarities and/or differences with similar applications must be stated.

**6. IMPACT**

Consideration and discussion of realistic constraints and conditions addressing economics, environmental problems, sustainability, producibility, ethics, health, security, social and political issues which are relevant to the topic of the project and the characteristic of the design should be added.

Multidisciplinary collaboration is crucial for properly addressing these issues. Therefore, the observations and comments from experts in those areas become vital for properly reporting such implications[2].[1]..

**7. REFERENCES**

The references section contains a list of the documents that the author used while conducting the project. Each reference describes the source of a specific piece of information, and must provide enough information to allow the reader to access the document if he or she wants to refer to it.

The references are enumerated and appear in the same sequence as the information provided in the report.

There are different types of sources like journals, conference proceedings, magazines, manuals, theses and dissertations, books, and web pages. For these sources, there are different reference styles developed by different professional organizations and corporations. We have adopted IEEE reference style as it’s generally preferred in the fields of engineering and computer science.

Although web references have become commonplace, caution should be exercised in its usage due to the volatility of on-line material. Whenever possible, at least until more permanent on-line sources become available, references to printed material are preferred over those to on-line material [2]..

**8. APPENDIX**

Appendixes contain complex analyses, statistical information, manufacturer data, tabulated data, calculations, specifications, large drawings, photographs, detailed results on experimentation, cost comparisons and specifications, and in summary, any information that could interrupt the continuity of the report's lecture if placed somewhere else in the report. Sometimes, the appendixes section has more pages than the rest of the report [2]..

**PLAGIARISM NOTE:**

Plagiarism, in which one misrepresents ideas, words, computer codes or other creative expression as one's own, is an intellectual theft. It manifests itself in a variety of forms, including [3].

* Verbatim copying, near-verbatim copying, or purposely paraphrasing portions of others’ work;
* Copying elements of another person's work, such as equations or illustrations that are not common knowledge, or copying or purposely paraphrasing sentences without citing the source; and
* Verbatim copying of portions of another person's work with citing but not clearly differentiating what text has been copied (e.g., not applying quotation marks correctly) and/or not citing the source correctly.

A thesis report that includes clear signs of plagiarism will not be accepted and/or assigned null grade.

**REFERENCES**

1. “[Guide For Applicants specific to Call FP7-REGPOT-2012-2013-1](http://ec.europa.eu/research/participants/portal/download?docId=31901)”, http://ec.europa.eu/research/participants/portal/download?docId=31901
2. “Writing Formal Reports”, http://ece.uprm.edu/~hunt/inel5326/ReporteFinal.pdf.
3. “ACM Policy and Procedures on Plagiarism”, <http://www.acm.org/publications/policies/plagiarism_policy?searchterm=plagiarism>.
4. “Writing Your Journal Article in Twelve Weeks: A Guide to Academic Publishing Success”, 1st. Ed., Wendy Laura Belcher, ISBN-13: 978-1412957014, 2016.

1. Workpackage number: WP 1 – WP n. [↑](#footnote-ref-2)
2. Please indicate one activity per work package:

   SUPP = Support activities; MGT = Management of the consortium; OTHER = Other specific activities, if applicable. [↑](#footnote-ref-3)
3. Number of the participant leading the work in this work package. [↑](#footnote-ref-4)
4. The total number of person-months allocated to each work package. [↑](#footnote-ref-5)
5. Measured in months from the project start date (month 1). [↑](#footnote-ref-6)