

MIDLANDS STATE UNIVERSITY
COMPUTER SCIENCE DEPARTMENT
HCSE225/HCSCI223 PROJECT SUBMISSION GUIDELINES

1. IMPORTANT DATES

Project Documentation Submission Deadline – 22 September 2021

Defense Sessions – 23 September 2021

****Deadline means submission can be done on or before the specified date only.**

**** Dates are subject to change if there is a change in the university calendar.**

2. Documentation Submission Guidelines

- A. Students are expected to seek approval from their supervisors before submitting their work. The supervisor is not expected to sign the document as the committee will receive list of approved students' documentation from the supervisors. In cases where a submission is done without any approval from the supervisor, the committee will nullify such a submission.
- B. Only **MS Word format** documentations can be submitted. i.e. **.doc/.docx**. Formatting refer to project guidelines documents. (Uploaded on the Project Classroom).
- C. **Screenshot/Report from turnitin.com** that shows similarity % of the documentation should be inserted on the **last page of submitted documentation**. Acceptable similarity is 15% or less.
- D. A copy of the documentation should be uploaded on the Project Classroom on or before the deadline in 1) using the link that was shared. Only one submission is allowed, hence students are to make sure that all is in order before clicking the upload button. **Please provide your cell number** (not your next of kin) **and email address** when you submit the documentation. Do not submit as a separate message.

3. Defense Session Guidelines

- A. Sessions will be conducted using **ZOOM/GOOGLE MEET**. Students are expected to know how to use these software applications, as no time will be granted to get to know these applications during the defense sessions. During the presentation, panellists expect to see your face; hence no switching off of video unless requested to do so.
- B. Only students who have satisfied item 2) will be invited for the presentation sessions. Hence students will receive meeting links and timeslots from the panellists after satisfying **item 2)** above.
- C. List of the panels will be posted on the Project Classroom on the 23rd of September 2021 @ 0800hrs.

- D. Each student will be given **10 minutes** to showcase his/her design and **5 minutes** will be allocated for questions and answering segment. Focus should be on the objectives of the system.
- E. Students are expected to make a **10 minute (maximum)** video showcasing their designs and submit it when they submit their documentation specified in 2D). Focus should be on the objectives of the system. NB ****mp4 format** videos only can be submitted. Students are allowed to record the video in any format but can then convert it to the expected format before submission.

SUMMARY OF ITEMS TO BE SUBMITTED ON THE PROJECT CLASSROOM:

- i. Student email address and phone number
- ii. Project Documentation
- iii. Video showcasing Design.

The above items are to be submitted using one link and not separately.

ALL THE BEST—PROJECT COMMITTEE