

## Instructions to the presenting students.

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1. Students have to come 10 minutes before the scheduled presentation time.  
This is to ensure that everything is ready in the classroom.
  2. Students must come prepared with their presentation files (e.g. PPT)  
The presentation must be well arranged and should be complete in all aspects.  
The font size and image sizes should be visible to the panel.  
It is advised that students consult their adviser about the contents and style of their presentation.
  3. FYP-Proposal - Students have to bring two hard-copies of their proposal document, complete in all aspects.  
FYP-Final Presentation - Students have to bring one draft hard-copy for corrections and comments.
  4. Students have to follow all norms and discipline during the presentation.  
That includes dress-up, language, and behavior as well.
  5. It is best that students bring their own laptop, USB drives and boardmarkers.
  6. Students are at liberty to pick the style and layout of their presentation slides.  
However slides must include some mandatory elements such as:
    - a. FYP introduction.
    - b. Team introduction.
    - c. T.O.C
    - d. Background to the project.
    - e. Project scope (includes: project architecture, methodology, etc).
    - f. Application architecture/System architecture (only for final presentations)
    - g. Product scope (includes: product features and deliverables).
    - h. Essential figures/diagrams/snaps. [hardware product must have a sketch]
    - i. Uniqueness of the project (for proposal only)
    - j. Cost of the project.
    - k. Project schedule.
    - l. Conclusion/sumup.
  7. The text and images in the slides must be big enough to be visible to audience.
  8. The presenters must speak in a sufficiently loud/audible voice.
  9. The presentation burden must be equally distributed among team members.s