

# CHECKLIST FOR FYP2 REPORT MARKING.

1. Include a front page with the project title, correct IIUM logo, correct Dept. name (**Department of Mechatronics Engineering**), and correct month and year of submission (e.g., **June 2023**)
2. Include Supervisor approval form.
3. Include Student's declaration form
4. Abstract must contain the following:
  - 4.1 Problem statement
  - 4.2 Project aim / objective
  - 4.3 Methodology
  - 4.4 Results (numerical value. Eg., if student say his/her project is accurate, state in number percentage of accuracy, etc)
5. Table of content
6. List of figures
7. List of tables
8. List of abbreviations / symbols (if any)
9. Chapter 1, look for the following:
  - 9.1 Problem statement – must be written in one paragraph and don't include references in problem statement.
  - 9.2 Objective – every objective must start with "To". Eg. "To design...", "To develop..."
10. Chapter 2, look for the following:
  - 10.1 Chapter 2 must have a summary section that explains the research gap.
  - 10.2 **NO** table is to be put in the summary section of chapter 2.
11. Others
  - 11.1 Figure caption must be written at the bottom of the figure.
  - 11.2 Table captions must be written at the top of the table.
  - 11.3 Equation must be numbered (number put in parenthesis beside the equation or below the equation if the equation is long)
  - 11.4 Numbering for figure, table and equation must be chapter based (eg. Figure 2.1, Figure 2.2,... Table 2.1, Table 2.2, ... for figures and table in chapter 2. Figure 3.1, Figure 3.2, .. Table 3.1, Table 3.2, ... for figures and tables in chapter, and so on)
  - 11.5 First layer subsection must be written in **ALL CAPITAL LETTERS** (Eg. 1.1 BACKGROUND, 1.2 PROBLEM STATEMENT, 3.4 PID CONTROLLER DESIGN, etc.)
  - 11.6 Second layer subsection **don't use all capital letters** (Eg. 3.2.4 Angle and Motor Velocity, 3.7.1 List of Samples, 2.2.2 Advantages and Disadvantages of Pulsed Eddy Current Technique, etc)
  - 11.7 Make sure figures and tables are explained in the paragraph of the report especially figures in Chapter 4 (Result and Discussion). For example, the student put a result figure with the caption "Figure 4.1: MATLAB simulation result". But when we look at the main paragraph, Figure 4.1 is not mentioned or explained.