

FYP2 Presentation Guideline

Presentation Week

21st - 25th June 2021



Prepared by FYP Coordinators

02 Jun 2021

FYP Delivery Method

Synchronous Mode

- Student will join a scheduled e-meeting session via Zoom or Google Meeting.
- If you are going to use Google meeting go to the link below. Then read the “Schedule a Video Meeting” or “Start a video meeting from Gmail” section. Do log-in using your student email.

<https://support.google.com/meet/answer/9302870#calendar>



What to do?

In Week 13: Final Year Project Report 2 and Poster submission.

- The **FINAL YEAR PROJECT REPORT 2** and **POSTER PRESENTATION** is due on the **11th June 2021**.
- Submission should be done via **email** directly to your Examiners, Supervisor and CC to the FYP Coordinator at fkifyp@ums.edu.my. **Do not miss anyone!** If I do not receive your email I will assume you did not submit your report and poster on time.
- The report submission should be in **Microsoft Word format**. Remember, when sending your email make sure in the subject write: "FYP2 Report: Student Name/ Matric No."
- Your poster presentation should be in an **A3 size poster**. The format of the poster has no restrictions.
- After your submission on the 11th June 2021, contact both Examiners to agree on a certain date and time during the **Presentation week (21st - 25th June 2021)** for your online presentation session. Since this is your FINAL YEAR PROJECT 2 presentation, please make sure **both examiners** attend the same date and time presentation slot.
- Remember you are responsible to arrange the presentation slots and record the session for your reference.

What to do?

In Week 14: Presentation Week (Online Presentation)

- The Final Year Project 2 Presentation duration is between **21st - 25th June 2021** (Week14).
- On the date and time of presentation be early **10 minutes** before time.
- The presentation will take **30 minutes** for Project II (10-15minutes for Presentation and 5 -10 minutes for Q&A).
- It is recommended for those that applies physical movement projects, such those doing AR Navigation or AR Books do prepare a video demonstration to ease your online presentation.
- Please **record** your zoom/google meeting presentation session for your reference.
- **Note for all examiners and supervisors:**
 - All **comments/feedback** to the students should be returned by **27th June 2021 (end of week 14th)** to enable the students to do their appropriate corrections.
 - All final **marks/ evaluations** should be submitted to the FYP Coordinator no later then **9th July 2021 (end of week 16)**.

What to do?

In Week 16: Completed (After correction) Report 2 and Poster.

- The Completed Report 2 and Poster should be submitted to the **google drive link** below by **9th July 2021**. Fail to do so marks will be deducted.
“https://drive.google.com/drive/folders/1jAv_t19FuYr0phtcEQCiHfNhMerUTQmD?usp=sharing”
- Submit your files under your respective program (HC12 or HC13)
- First create a folder and name as; **studentidname**, for example; **BI171101XXAhmad**
- Then in the folder submit the files as below:
 1. Report in **.pdf** format
 2. Report in **.doc** format
 3. Poster presentation in **.jpeg**
 4. Poster presentation in **.psd** (or any raw format)
 5. Product folder (this is all your **coding file**, **SQL files**, webpages and etc)
 6. User Manual for the Product folder (number 5.).
- Complete...



Important Dates

	Weeks	Dates
Presentation Announcement	Week 11	2 nd June 2021
Students Contact Examiner	Week 11/12	11 th - 15 th June 2021
Report 2 Submission	Week 12	11 th June 2021 (Friday)
Final Year Project Presentation Duration	Week 14	21 st to 25 th June 2021
Marks submission to FYP Coordinator	Week 16	9 th July 2021
Submission of Complete (Corrected) REPORT 2 AND POSTER	Week 16	9 th July 2021

THANK YOU!

