Final Report Submission Check List

1. Main Report

- Does your Main Report Body contain:

  1. Title Page with Project Title, Your Name, Your Student ID, Your Programme of Study, Your Supervisor's Name. ☐
  2. Originality Avowal Statement. ☐
  3. A Table of Contents (including List of Appendices). ☐
  4. Sections Covering: Introduction, Background, Specification and Design, Implementation, Evaluation, Conclusions, Bibliography, Awarness of Professional Issues (either in a seperate section or demonstrated throughout the report). ☐

- Is your report:

  1. Less or Equal to 25,000 words? ☐
  2. In PDF Format or in a Format Accepted by Your Supervisor? ☐
  3. Less or Equal to 10MB in Size? ☐

Make sure you submit your final version as you WILL NOT be able to resubmit even if there is still time before the deadline passes.

2. Appendix and Additional Material

- You should:

  1. Generate a Source Code Listing. ☐
  2. (Optional) Create Appendices for Additional Material. ☐
  3. Ensure the Heading of Each Appendix Matches the Entry in the Table of Contents. ☐
  4. Generate One File Containing All Appendices. ☐

- Is your file:

  1. Containing all appendices? ☐
  2. Less or equal to 10MB in size? ☐
  3. In PDF format or in a format accepted by your supervisor? ☐
  4. Generate One File Containing All Appendices. ☐

3. Source Codel

- You should:

  1. Include all source code files relevant to your project that YOU HAVE implemented. ☐
  2. Include an executable file of your developed tool. ☐
  3. Generate an archive file (e.g. using tar). ☐
  4. Check that the final file is less than or equal to 10MB in size. ☐
  5. Consider compressing your archive file (e.g. using zip). ☐

Finally

Submit all three parts to the corresponding assignments on KEATS by **27th April, 11:55am.** ☐

Tip: Start your submission well in time and allow extra time for uploading and synchronisation with TurnItIn. Check that your submission has been registered and all your files are stored on the KEATS system.