



**Department of Mathematical and Actuarial Sciences Lee Kong
Chian Faculty of Engineering and Science Universiti Tunku Abdul Rahman
Action Plan for Final Year Project I (Student), May Trimester, 2021**

No.	Action by	Action Required	Deadline
1	Student	Registration of project title and supervisor. Submit the registration form (available from LKC FES FYP Website under Maths and AS dept / WBLE) to Project I course leader, Dr. Tan Wai Lun	Week 1 Fri 11 June, 2021
2	Student	Submit the 1st biweekly report to supervisor.	Week 3 Fri 25 June, 2021
3	Student	Submit the 2nd biweekly report to supervisor.	Week 5 Fri 9 July, 2021
4	Student	(1) Submit the 3rd biweekly report to supervisor. (2) Submit project proposal to supervisor.	Week 7 Fri 23 July, 2021
5	Student	Submit the 4th biweekly report to supervisor.	Week 9 Fri 06 Aug, 2021
6	Student	Application to change project title and/or supervisor if necessary. It is subject to FYP Committee's approval.	Week 10 Fri 13 Aug, 2021
7	Student	Submit the 5th biweekly report to supervisor. Supervisor arrange oral presentation timetable with student. (Date & Platform : week 13 & Ms Teams)	Week 11 Fri 20 Aug, 2021
8	Student and course leader	Submit project interim reports to supervisor before 4PM. Supervisor will email one copy of the interim report to the moderator.	Week 12 Fri 27 Aug, 2021
9	Student	(1) Attend and present project I result(s) during the oral presentation session. (2) Submit the 6th biweekly report to supervisor and softcopy of presentation slide to FYP Coordinator, Dr. Pang Sook Theng	Week 13 Wed 01 Sept, 2021 to Week 13 Fri 03 Sept, 2021