IFT6289-H24: Project Midway Report Instructions

March 12, 2024

The goal of the midway report is to give us a quick update on the progress of your term project, i.e., tell us what you have accomplished. You can consider it as a preliminary version of your final report, so that a high-quality midway report makes it easier for you to prepare your final version, which shall be written in the form like a formal research paper.

1. **Please use the official templates for *ACL conferences for your project proposal, project midway report, and project final report.** Using other templates We would deduct 1 point of the final grade if other templates were used.

2. **The midway report is limited to maximum 4 pages of content, with unlimited pages of references.**

3. The due for the project midway report is **March 31st, 23:59 EST**.

4. Maximum 2 late days. We would deduct 1 point of the final grade for each late day.

Structure of Your Report

Your report should have the following information/sections:

Title.   The title of your project (you can still change it in your final report).

Author list.   List the names and @umontreal.ca email addresses of all of your team members. Each team consists of up to 3 members.

Abstract.   Summarize your midway report in less than 300 words. In essence, your abstract should motivate the project (**why** do we care about it), describe your problem (**what** are you trying to solve), summarize your approach in high-level (**how** did you go about solving or making progress on the problem), highlight your main findings (the **result** you have got), and your conclusions (**implications** from your experimental results). Given that your project is still in progress, it is okay if your findings are what you are still working on. Writing an abstract is very difficult but critical for a good research paper. Keep it concise, high-level, and convincing.

Introduction.   Briefly recap or summarize the scene, motivation, central problem, your progress, and your findings of your project. Keep it concise.

Related work.   Discuss the literature pertinent to the project. You can select and discuss one or a few papers that are most relevant to your project. Discuss the limitations if they exist in these papers. Make it clear how your project relates to your chosen paper.

Methods.   Describe the models and/or techniques you have utilized or improved in detail. Maybe you can draw a figure to show the architecture of your model/system, or include an algorithm to formally and explicitly describe your method. If any part of your approach or code is original, make it clear. For models, techniques, or codes that are not yours, please provide references.

Experiments. Please include the following information in this section:

- **Dataset(s).** Describe the dataset(s) you are using along with references.

- **Baselines.** Describe what methods you will use as baselines. Make it clear if these are implemented by you, downloaded from elsewhere, or if you will just compare with previously published scores.

- **Evaluation Methods.** Specify at least one well-defined, numerical, automatic evaluation metric you will use for quantitative evaluation. If your experiments include human evaluation, clearly describe how the human evaluation was conducted, who evaluated the results, and the steps an evaluator took to evaluate the result. If you have any particular idea/design about the qualitative evaluation, you can describe that too.

- **Experimental Details.** Concisely explain how you ran your experiments, such as model configurations, implementation details, and hyperparameters.

- **Results.** Report the quantitative results that you have so far. You may include some figures or tables for your experimental results and compare them with the baselines. Briefly, analysis your current results and tell us your findings.

- **Future Work.** Describe what you plan to do for the rest of the project and why. You can include stretch goals if you like.

Submission Instructions

Submit your PDF midway report on Studium. Each team hands in only **one** copy of the midway report. Therefore, each team can name a team leader, and the team leader will submit the report for all members. Make sure to list all team members in the author list of the report.

What to Expect

We will grade your project midway report and provide brief feedback. Your report will be graded according to the **progress you have made**, the **novelty or contribution** of your project, and the **writing quality**. Please keep your report concise. **If the page limit is exceeded, we will deduct 1 point.** If you want to discuss your report before submitting it, you can go to the course office hours, or contact the teacher or TA in the Slack workspace of this course.