

Notes for students starting TIC3901/TCX3901 in Semester 1 of AY2024/25

1. Course Objective

This course is intended to leverage on the student's work experience and focuses the student's mind on exploring and reflecting on how the concepts and theories gained in the classroom can be translated into industrial practice to enhance his/her work performance.

2. Course Requisites

For BTech Computing (TIC3901), students must have completed at least 40 Units of programme requirements (courses with prefix TBA/TIC/TMA, including Exemptions) at the end of Special Term, AY2023/24.

For BIT (TCX3901), students must be enrolled in TCX2004 and have completed at least 32 Units of programme requirements (courses with prefix TCX, including Exemptions) at the end of Special Term, AY2023/24.

3. Course Requirements

TIC3901 is a compulsory 12-Unit Completed Satisfactory (CS) / Completed Unsatisfactory (CU) graded course for the BTech Computing programme. To fulfill the requirements of TIC3901, students must complete three reports and two presentations, and complete five skills courses (one technical and four workplace skills courses) by the end of Semester 2 of the same academic year.

TCX3901 is a compulsory 8-Unit Completed Satisfactory (CS) / Completed Unsatisfactory (CU) graded course for the BIT programme. To fulfill the requirements of TCX3901, students must complete three reports and two presentations by the end of Semester 2 of the same academic year.

Students in TIC3901 and TCX3901 may choose to complete either a work-related project or a non-work-related project. Students will be arranged in groups depending on their project type, with each group supervised by an academic staff who will act as advisor/supervisor and examiner.

The deadline for submission of reports and presentations is as follows:

Requirement	Submission Deadline
Report 1	Semester 1, end of Week 5 15 September 2024
Presentation 1	Semester 1, end of Week 8 13 October 2024
Report 2	Semester 2, end of Week 2 26 January 2025
Report 3	Semester 2, end of Week 8 16 March 2025
Presentation 2	Semester 2, end of Week 12 13 April 2025

3.1. Reports

3.1.1. Submission of Reports

Each student is required to submit three individual reports as follows:

- a. A proposal at the start of the course, to describe how the student intends to apply knowledge gained from the BTech/BIT programme in their full-time job
- b. A mid-term report on the progress of the project
- c. A final report to show how the student's work has improved with knowledge gained from the BTech/BIT programme

Students may discuss and consult freely with members of their own group, or others outside of their groups, including their colleagues at their workplace, in drafting their reports. However, students must, where appropriate, acknowledge their source of information (e.g. in references), and understand what they are putting into their reports. The important thing is that by the end of the course, students must understand how the concepts and theories gained in the classroom can be translated into industrial practice to enhance his/her work performance.

Students are required to upload their reports via the online system at <https://www.nus.edu.sg/BTechip/Index.aspx> for their Academic Advisor/Supervisor to grade.

3.1.2. Format of Reports

- Font: Times New Roman
- Font Size: 12
- Margins: Top & Bottom – 1"
Left & Right – 1.25"
Header & Footer – 0"
- No. of Pages: Not more than 10 pages (excluding appendices and references)

3.2. Presentations

Each student is required to make two presentations based on the three reports. The first presentation will be based on the first report, the second based on all reports. Each student will make his/her presentation to his/her groupmates and Academic Advisor/Supervisor. The presentations can be "conference style" with each student given about 20 minutes to make his/her presentation (15 min) followed by a Q&A session (5 min). An end-of-session general discussion can also be useful. During these presentations, all students are required to be present with attendance taken. For each presentation, please liaise with your Academic Advisor/Supervisor for your presentation dates, taking the deadlines into consideration.

3.3. Skills Courses (only for BTech Computing – TIC3901)

The objective of Skills Courses is to equip students with essential Technical and Workplace skills that complement their instruction in Computing. Skills courses may consist of two 3-hour sessions each, held over two Saturday afternoons (2pm – 5pm). They may also be conducted in other formats, such as e-learning or online courses.

Skills courses are non-examinable, however, attendance/participation for all sessions will be tracked. Students must meet all attendance/participation requirements to complete the skills course component of TIC3901. For each of these sessions, students will be required to complete quizzes and/or online feedback questionnaires.

Students are required to complete five skills courses as part of the requirement for TIC3901. Skills courses will be pre-allocated for students enrolled in TIC3901. Students are strongly advised not to miss any of the allocated skills courses, in order not to jeopardise their completion of the course within the academic year.