North East University Bangladesh
Department of Computer Science and Engineering

<div align="right">

August 26, 2021

</div>

Notice

<u>Subject: Thesis/Project Final Presentation & Viva-voce Date</u>

This is to inform all the concerned students of the Department of Computer Science and Engineering who have taken the course **CSE 400: Thesis/Project I** and **CSE 402: Thesis/Project II** as credit/non-credit/participatory must attend the thesis/project final presentation at **September 30, 2021, Thursday**, from **10:00AM**. Hereby, students are advised to contact with their supervisor immediately for further details.

Students who have taken the course **CSE 404: Viva Voce** as credit must be present at the department office/online meeting for their viva voce at **October 2 2021, Saturday** from **10:00 AM**.

Some Additional rules concerning the presentation and the viva voce is included below:

1. Last date for the submission of Thesis/Project report is **September 22, 2021, Wednesday before 10:00 AM**. These reports will be graded so the students are advised to prepare these reports carefully adhering to the format provided by department.
   Last date of late submission is **September 23, 2021, Thursday** before **10:00 AM**. It is to be noted that for late submission 25% marks will be deducted from the mark of report. Students are required to send their report to **shparvez@neub.edu.bd**.

2. For Thesis/Projects of CSE 400: Thesis/Project I and CSE 402: Thesis/Project II, students need to submit a **poster** based on their project to the supervisor by **September 27, 2021, Monday**. Supervisors will convey these posters to the department. It has to be noted that the presentation will be based on the poster and no further modification of the project will be considered for grading. Presentation time will be **3-5 minutes** along with additional time for Q/A session. Instructions about poster are available at **neub-cse.github.io/docsThesisProject.html**.

3. Students are required to send their project files to **shparvez@neub.edu.bd** before presentation.

4. Both Presentation and Viva Voce will be conducted using zoom online meetings. Students should be prepared to participate using zoom with device that has webcam, microphone and option to share their screen. All students are requested to check their microphone and webcam prior to joining the zoom meeting. Links to zoom meeting will be shared later.

Shahadat Hussain Parvez
Lecturer, Department of CSE
Convener, Thesis/Project Committee
North East University Bangladesh