

**UCK XXX: Project Study Part#XX**

**CRN: XXXXX – Tuesday**

Due on Sunday, Dec 15, 2018

Assist. Prof. Dr. XX XX

**Group#XX**

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| --- | --- | --- |
| **Student**  **Full Name** | **Student ID** | **Participation**  **(Y/N)** |
| Aa Aa AAA | 110110110 | Yes |
| Aa Aa AAA | 110110110 | Yes |
| Aa Aa AAA | 110110110 | Yes |
| Aa Aa AAA | 110110110 | Yes |
| Aa Aa AAA | 110110110 | No |
| Aa Aa AAA | 110110110 | No |
| Aa Aa AAA | 110110110 | No |

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# General Formatting

* You can use either this file or LaTeX one provided below. LaTeX is always better for academic works, so it would be beneficial if you learn it before graduation. Word is a painful text editor for reports longer than 4-6 pages.

<https://github.com/ondes/Latex-HW-Template>

* If you will keep using MS Office Word, this file is **mandatory.**

## File Naming for Ninova

* Report PDF file shall be named as “PAD\_Fall2018\_CRN\_Report#\_Group#”.
* For example, for Fall 2018 term, Group#03, in 12591 session, and the 4th part of the project the name is as follows:
  + PAD\_Fall2018\_12592\_Report#04\_Group#03
* Other files should have the same naming in the beginning, and the rest can be named based on its function for this part of the project.

## References

* Anything taken from external resources must be cited inside the report, and the source must be provided in the bibliography at the end of the report.
* Provide the page of the reference if it’s a book. i.e. [p. 91, 1] for 1st reference’s 91th page.
* The information inside the text must be cited. And also, figures and tables must be cited, too.
* LaTeX is awesome for references and inline citations. If you are going to use Word, cross-reference feature is useful but time-consuming too.
* You can always use Google Scholar or publishers’ website to find the appropriate citing information. For example:

<https://scholar.google.co.uk/scholar?hl=tr&as_sdt=0%2C5&q=General+Aviation+Aircraft+Design+Applied+Methods&btnG=>

* Wikipedia is not an appropriate source to be reference. Use the references provided in the Wikipedia pages, but never include directly Wikipedia. That must have been told in “ING 201 – English III” course.

## Format Rules

This Word document’s settings are already prepared, this is why it is mandatory to use this file. The settings are explained in the following.

### General

* Font choice of the report shall be consistent
  + “Times New Roman 12 punto” is a common choice for reports written in MS Office Word.
  + Heading 1 shall be 14 punto, the rest of the headings are 12 punto.
  + Line spacing shall be 1.5.
  + No need to indent paragraphs.
  + All of the text shall be “justified”, not aligned left or right.
* Heading 1 is for the main sections, and each word is capitalized.
* Heading 2, 3 are for subsections.
* Example heading structure:

1. **Tail Types**
   1. **Conventional Tail**
      1. **Advantages**
      2. **Disadvantages**
   2. **V-Tail**
      1. **Advantages**

* Each section must be start in a new page.
* Do not place space by “Enter” several times. Instead of this, enter a page break from “Insert” tab or by pressing “Ctrl +Enter”.

### Tables & Figures

* Tables and Figures shall be named by using “Insert a caption” command in Word’s right click menu on the related element. Captions must be “centered”
* Tables and Figures must be centered also, and use only “Inline Text” option.
* Photos, pictures, graphs, illustrations are named as “Figure”. It should be placed below.
* Only tables are named as “Table”. It should be place above.
* Each tables and figures must have appropriate font size that is readable without zooming.
* Each graphs must have axes and also units for each axes if required.
* For better tables check the following source from ETH Zurich:

<https://www.inf.ethz.ch/personal/markusp/teaching/guides/guide-tables.pdf>

### Equations

* Do not insert equations with screenshot. You must write them down from “Insert” tab and “Insert a equation” section. “Alt + =” is shortcut in MS Word’s English version.
* MS Word uses LaTeX’s equation syntax. Check the following video for details (or just use LaTeX)

<https://www.youtube.com/watch?v=ihcQOReXIp4>

* Use the following reference for more information about symbols and others

<http://www.iun.edu/~mathiho/useful/Equation%20Editor%20Shortcut%20Commands.pdf>

# Introduction

* Always explain what are the requirements of this section.
* If required, make the unit conversion in the beginning to avoid confusion.

# Design Selection

* You have to give reasons for every design choice. It could be a table/graph from the literature or a list of advantages/disadvantages.
* The information must be cited from references, any information without resource is not valid.

# Calculation

* Always provide the calculation files (Excel, MATLAB, Python code) in the archive file you uploaded.
* While you prepare a calculation file, avoid using manual inputting the inputs. You must always get the information from variables (or cells for Excel).
* Be careful about the units. They must be consistent, and at the end of the calculation you have to indicate its unit.
* Plots must have units also.
* In the end, compare your results with the literature. If there is a mismatching, check your calculations carefully.
* Show all the calculations done inside the report. Do not write down like “The calculation is done in MATLAB, and the results is this”. You have to show the steps of the calculation.
* Also the iteration steps must be tabulated.

# Results

* Do not forget to compare the results with the literature, it is crucial.
* Always include a brief comment on the report in this section

# References

Daniel, P. R. (1992). *Aircraft design: a conceptual approach.* American Institute of Aeronautics and Astronautics Inc.

Gudmundsson, S. (2013). *General Aviation Aircraft Design: Applied Methods and Procedures.* Elsevier.

Sadraey, M. H. (2012). *Aircraft design: A systems engineering approach.* John Wiley & Sons.

# Appendix A

* Codes, additional information on calculations, etc. must be provided in the Appendix.
* Appendices do not have any numbering in the heading.