

Project Proposal (40%)

Refer to the IT FYP Student Guidelines document for details on formatting and presentation.

1. Title (5%)

Your title should be as short as possible but should also reflect what your project is about. Consult the lecture notes on constructing a good title and its length.

2. Abstract (5%)

An abstract is a short synopsis that appears at the beginning of a document and summarises its entire content. Refer to the lecture notes for guidance on how to write an Abstract.

Word Count: 200.

3 Introduction (10%)

This section introduces your project proposal to the reader. It should begin with a strong opening paragraph that clearly describes what you are trying to do. Use citations as necessary. The Introduction should include the Aim, which is a general statement that outlines what the problem you are trying to address is and why it is important. It can also be considered as a problem statement, which is a concise description of an issue to be addressed or a condition to be improved upon. Anyone reading the aim should get a clear idea of what it is you are doing and why. The Objectives is a more detailed piece that develops the Aim into several specific and achievable objectives. The objectives can include several elements including practical deliverables and specific research questions. Every research project must address at least one very specific question and most projects will address more than one.

Word Count: 500

4 Background/Literature Review (20%)

This is where you justify your proposal and provide evidence that you have read about your topic, that you understand why it is important, and establish the relevance of your study. You must include several citations to show that you have carried out some preliminary investigation in developing your research ideas. The sources may come from the list of 20 sources that you submitted during practical work, or you may introduce new ones.

Word Count: 1500

5 Research Approach (15%)

This is a precursor to your Methodology section in the FYP dissertation. You need to consider how you will approach your research. If you are doing experimental research, what are you going to design, build, and test to solve the problem? What materials, equipment, and facilities do you need to achieve this? If you plan to adopt other research methods, you should explain how these will address your research questions.

Word Count: 1000

6 Conceptual Model (10%)

Your Research Approach should include a Conceptual Model for your project. This can be developed in any suitable application, such as Word (basic), PowerPoint (better), Visio (advanced), or any other tool that you are comfortable with. The model should be labelled and captioned appropriately and referred to in the text. You may also include other figures and tables in the document if you wish.

7 Potential Outcomes/Conclusion (5%)

If you have clearly thought out and defined aims and objectives, then you will have some idea of where your project will lead you. You can anticipate your hoped-for outcomes if your work is successful. At this stage, you are only showing that you have some idea of what the final product is going to look like and what it will achieve.

Word Count: 500

8 Bibliography/Reference List (10%)

All citations must appear in the Reference List or Bibliography. Understand the difference between them and include whichever is appropriate in your case. List items must include the appropriate information for the source type.

9 Presentation (20%)

You should develop a PowerPoint Slideshow for your proposal which should support a ten-minute presentation for a Supervisory panel. The slides should be highly visual and include notes to prompt your delivery.