THE UNIVERSITY OF HONG KONG
Department of Computer Science

Guidelines for MSc(CompSc) Project Report

1   Regulations Governing the Format of the Report

1.1   Paper must be International A4 size (297 mm high x 210 mm wide).

1.2   Report must be typewritten or printed, double-spacing, single-sided.

1.3   Margins must not be less than 38 mm on the left-hand edge of each page.   There is no stipulation for the top and bottom margins, but it is recommended that they should be 25 mm.

1.4   Use a font such as Times New Roman or Palatino which are easy to read.   Use a standard font size (12 pt).

1.5   A declaration, a new page containing an abstract should precede the page containing the Table of Contents.

1.6   The pages should be numbered consecutively, starting after the Table of Contents.

1.7   The main text should preferably be sectionalized and numbered, using the decimal system.

1.8   Diagrams and tables should be numbered and captioned and equations should be numbered in sequence.

1.9   The cover page should contain the following:

The University of Hong Kong

Faculty of Engineering

Department of Computer Science

COMP7705

Project Report
[Project Title]

Submitted in partial fulfillment of the requirements for the admission to
the degree of Master of Science in Computer Science

By

[Students' name (HKU student no.)]

Supervisor: [Supervisor's title and name]
Date of submission: [dd/mm/yyyy]

2　Organisation of Project

2.1　The organisation and the contents of the report will depend on the nature and the areas of the project.　It is highly recommended that students should discuss this in detail with their supervisor.　Some general items are suggested below for possible inclusion in the report.

- Cover page
- Abstract
- Declaration
- Acknowledgments
- Table of Contents
- Introduction
- Analysis of problem
- Methodology
- Design and construction of hardware/software system
- Theoretical/Algorithmic/Experimental results
- Discussion/Analysis of approach/results
- Conclusions
- Appendices - software, programme listing, operation manual, data sheets, etc.
- References

2.2　The abstract should not be more than 200 words.

2.3　A list of symbols with definitions will often add to the clarity of the report. Symbols and units used should conform to the recommendations of the International System of Units (SI) and the British Standards Institution (BS).

2.4　The principal functions of the Introduction are to introduce (i) the subject matter and the scope of the investigation, (ii) the purpose of the project, and (iii) the organisation of the report.　If applicable, a brief survey of previously published work and current trends may be included in this section.

2.5 The main body of the report should be divided logically into sections and subsections. There should be a steady unfolding of the argument as the report progresses. Theoretical background of information on the design of the experiment should ordinarily precede presentation of data and results that stemmed from that theory, or were obtained with that experiment. Emphasis should be placed on work that the student has accomplished.

2.6 In the Discussion and Conclusions sections, critical evaluation of the techniques employed and results obtained should be carried out. Observations derived from the results should be compared with theoretical predictions. The conclusions should follow logically from the argument and results presented in the report. Recommendations for further investigations may also be included. Supplementary information not essential to the report's main thesis is best included under the heading of Appendices.

2.7 References should be numbered and referred to in the text by placing a number after the word or the sentence where the reference is cited. Some acceptable patterns of citation are as follows:
  (a) Sequence for book or monograph:
       Author, Title, Publisher, Publisher Location, Edition, Year published, Page no.
       e.g. Harvey, A.F., *Microwave Engineering*, *Academic Press*, New York, 2nd ed., 1965, p. 21
  (b) Sequence for periodical papers:
       Author, Title of article, Journal, Volume, Issue No., Year published, Page nos.
       e.g. Fall, J.V. and W.C. Lee, *"Computer Control of Space Vehicles"*, Journal of Computer Engineering, Vol. 26, No. 2, 1976, pp. 415-420.

2.8 Please run a spell and grammatical check of your report before submission.

3 **Length**

3.1 The project report should be concise but complete in presentation.

3.2 The length of the report should be between 50 and 100 pages, excluding appendices.

4 Originality, Copyright Declaration and Dissemination

4.1 The report should be definitive in stating your own contribution.

4.2 Plagiarism will be penalized severely.

4.3 As a rule, all copied materials included in the report must be properly acknowledged and copyright permission cleared by the copyright owner if the proportion or nature of work reproduced carries a risk of copyright infringement.

4.4 In law the report has the status of an unpublished manuscript and its copyright holder remains the author, you. You can therefore retain your general copyright, which prevents others from publishing material from your project report without your written permission.

4.5 The Programme Office may put the electronic copy of your report on the MSc Intranet for the general reference of all students and staff.

4.6 For details of the aspects of copyright law, please refer to: http://www.handbook.hku.hk/tpg/2018/policies/policies.html (Theses or Dissertations)

5 Submission

5.1 The report should be submitted by the deadline approved by the Faculty. Each group has to submit an electronic copy.

5.2 The electronic copy of the report must be stored in PDF format and submitted to Moodle.

5.3 Your report will undergo Turnitin for plagiarism checks. You are allowed to make multiple submissions of your report before the due date. Re-submission require 24 hours to generate a fresh originality report, and will overwrite the previous report.