# Schedule and Guidelines

## FYP Evaluations SP2020

## Department of Computer Science, COMSATS University Islamabad Islamabad Campus

Department of Computer Science, COMSATS University Islamabad, Islamabad Campus in continuation of online teaching activities is now resuming the Final Year Project Evaluations to ensure the timely graduation of our final semester students. In order to streamline the process for internal and external evaluations using online resources and to enable students and supervisors to better prepare their project for these evaluations this document briefly explains the evaluation process along with the schedule.

# **Schedule for FYP evaluations for SP2020**

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| **Serial** | **Event** | **Schedule** | **Responsible** |
| 1 | The current version of code submission via GitHub ([Guidelines - 1. Github](#_wily2jqkrt04) ) | 01 June 2020 | Students |
| 2 | Submission of Final report, supervisor assessment form, and project demo video ([Guidelines - 2. Final Report](#_134z7xc3kmut)) and ([Guidelines - 3. Video](#_jpepzkwj7ww9)). | 25 June 2020 | Supervisor |
| 3 | Final internal evaluations ([Guidelines - 4. Evaluation](#_77wm3ijr6t24)) and ([Guidelines - 5. Final Evaluation](#_hds2hz8rbc)) | 29 June to  03 July 2020 | Students, Supervisor, and FYP committee |
| 4 | Result of the internal evaluations | 10 July 2020 | Convener FYP Committee |
| 5 | Submission of revised FYP report, project demo video. ([Guidelines - 2. Final Report](#_134z7xc3kmut)) and ([Guidelines - 3. Video](#_jpepzkwj7ww9)) | 17 July 2020 | Students |
| 6 | Submission of Project list, final reports, and list of external evaluators to the Examination office | 20 July 2020 | Convener FYP Committee |
| 7 | Evaluations by an external examiner ([Guidelines - 4. Evaluation](#_77wm3ijr6t24)) and ([Guidelines - 5. Final Evaluation](#_hds2hz8rbc)) | August 2020 | FYP Committee |

## Guidelines:

The evaluation will be done using MS teams Software, all CUI students have been given their respective email addresses. You can find the credentials at CUI CMS Portal.

### Github

The students are suggested to use a version control system such as GitHub (Using your newly created COMSATS email address in your own GitHub account gives you access to GitHub Pro). GitHub will be used as a progress checking source, students are required to push their respective code so that it can be monitored occasionally. The project should be uploaded as a public repository, which includes the supervisor and team members as contributors. The repository must contain all the source code of your project including frontend, backend, or anything significant in your project. Students can learn about GitHub using online resources at this link <https://bit.ly/2WKoFxk> (*Although, it covers React Native Projects but this tutorial can be applied to any project*). Similarly adding GitHub repository is reasonably easy to MS Teams by adding GitHub App addon in the team with the project supervisor.

### Final Report

The final report thoroughly checked by the supervisor before submission should contain a comprehensive account of your whole project using the template provided by the FYP team. It is expected that the report is thorough yet concise. FYP evaluators will be looking for the following aspects in your document:

* Right motivation for the project and an explanation of the problem statement
* A description of the data or its related systems and improvements your system is bringing.
* Architecture and Other diagrams created in UML 2.5 supported tools.
* Presentation and Analysis of results
* Any insights and discussions relevant to the project
* Limitations of the system along with potential future work and references

### Video Demo

Students will be required to produce a recorded video demonstration presenting the summary of their work. There are several free softwares available for recordings (such as, iSpring, Active Presenter, CamStudio etc). When recording a video, follow these guidelines:

* The length of the video should not be more than 10 minutes. You should cut/remove/fast forward parts of the video, such as, application loading, user input etc.
* The video must include an explanation through recording the walkthrough of the complete project covering all the modules accepted during the initial phase (i.e. scope document), explaining the working of the systems.
* Record video with clear audio, you can use any noise cancellation software, such as, [Krisp](https://krisp.ai/)
* The video should be visually appealing
* Video should also be able to give the evaluators technical details of the project such as algorithms, tools, and technologies used.

*Note: Video would be your first impression of the project. Evaluators will first watch your video and then later your project will be evaluated. A quality demonstration video takes a lot of time in planning, preparing, rehearsalling, and recording, editing and publishing.*

### Evaluation

It is recommended that Web Apps should be fully hosted online (if you haven’t done this yet, then take advantage of MS Azure, which comes free with your newly created MS Office 365 student account credentials). Mobile Apps and Games should be published to the respective stores for evaluation. For projects such as Machine Learning, Computer Vision, Security-related, or other core computer science problems, discuss with the project supervisor on how to have a demonstration feasible. Students can take advantage of the platforms such as CoLab, Azure ML studio, and Amazon Web Services, whichever applies.

### Final Evaluation

Final internal and external evaluations are scheduled for July and August respectively. In the event that the COVID19 situation persists, these evaluations would be taken using MS Teams software.

* For the demonstration of your project during the live evaluations we suggest the students have a good mic and webcam along with a stable internet connection.
* Install MS Teams Desktop Application and test online meetings with your fellows.
* The Schedule of the respective evaluations would be shared in the following days.
* To demonstrate Mobile Applications, It is recommended to use any Mobile Screen Sharing software (such as [Vysor](https://www.vysor.io/)). Vysor app gives an option to interact with the mobile device. Evaluators might want to try out your mobile application through MS Teams.
* As for the web applications they should be hosted online publically as explained above.

These challenging times require us all to collaborate in novel ways to keep the learning continued. Wish you the best of luck.