



TEMPLATE



Surafel S.

2023



PROJECT PROPOSAL DOCUMENT (PPD)



Surafel S.

2023



REQUIREMENT ANALYSIS DOCUMENT (RAD)



Surafel S.

2023



SYSTEM DESIGN DOCUMENT (SDD)



Surafel S.

2023



TECHNICAL REPORT DOCUMENT. (TRD)



Surafel S.

2023



TECHNICAL REPORT DOCUMENT. (TRD)



Surafel S.

2023



SENIOR PROJECT GUIDELINES/RULES



Surafel S.

2023

Team Composition and General Instruction:

- ✍ The maximum and the minimum number of students per group should be five and four respectively.
- ✍ Every group member should be familiar with all documents and system that the group is working on. Every member should participate in each project phase, even if students are more interested in specific tasks.
- ✍ At the end of each phase and submission of each document, the advisor will prepare a feedback session to discuss comments. Attendance is mandatory for the students and failure to attend will lead to reduction of points.
- ✍ Delay in submission of any deliverable will lead to reduction of points.

Document Organization:

- ✂ The front pages and last page of all documents should be the same as the template that includes logo of the college, title of the project, list of group members, advisor name and date. (Date should be on format month year, like July 2024).
- ✂ Use A4 size paper and type or write on one side of the paper only.
- ✂ Use a standard font, such as Times Roman or New Roman.
- ✂ Use size of 12 point type but titles and sub titles can add two or three points.
- ✂ Leave a 2.5cm (1 inch) margin on all four sides of each page.
- ✂ Spacing should be one and half. And spacing between paragraphs should be six points before and zero points after.

Document Organization:

- ✍ Paragraph alignment should be Justify.
- ✍ All page numbers should be at the bottom right side of a page. The first page of the main body should be Arabic number 1. This numeration should continue through to the end of the document including endnotes and bibliography. Preliminary pages can be small case Roman numbers (e.g. i, ii, iii, iv). Title pages should not be numbered.
- ✍ Table of contents should be auto generated.
- ✍ All figures and tables should be labeled. Label of figure can go through the document or it can be chapter based like 1.1, 1.2, 3.2 etc. And label of figure should be below the figure where as label of table should be above the table.

Deliverables:

- ✍ Project Proposal Document (PPD).
- ✍ Requirement Analysis Document (RAD).
- ✍ System Design Document (SDD).
- ✍ Presentation Slides.
- ✍ Final Compiled Document/ Final Year Project Document/ Final Technical Report Document
- ✍ Software
 - ✓ Executable Form.
 - ✓ With Source code with used compilers and tools
- ✍ Documentations
 - ✓ User Manual
 - ✓ Implementation
 - ✓ Integration/ API
 - ✓ Troubleshooting/Error Handling
 - ✓ Project Abstract
 - ✓ Source code

Document related:

Project Proposal Document

- ✓ Should be submitted and verified by signature of advisor .
- ✓ Use Template of the collage for more consistency.
- ✓ Should not exceed 10 pages excluding cover page and table of contents.
- ✓ Should be submitted to department after the advisor comment and evaluate the content.

Requirement analysis document.

- ✓ Should not be more than 30 pages including cover pages and other preliminary pages.
- ✓ Use Template of the collage for more consistency.
- ✓ Only selected three to five sequence diagrams are enough to be described in the document, but they should be the major functionalities. And select one or two sequence diagram to show in the Collaborative diagram.
- ✓ The document is submitted to respective advisor directly for comment and evaluation; students do not need to submit RAD to department.

System Design Document

- ✓ You need to combine system design and object design in this document..
- ✓ Use Template of the collage for more consistency.
- ✓ SDD document is submitted to respective advisor directly for comment and evaluation; students do not need to submit SDD to department.

Document related:

Final Document/ Technical Report

- ✓ This is the final document that is prepared by compiling all previous documents (Proposal, Requirement Analysis and System Design) and two additional chapters (Implementation and Conclusion & Future Work).
- ✓ **Chapter 1: Introduction.**
 - Your PPD document will be modified and presented here.
- ✓ **Chapter 2: System Analysis.**
 - RAD document will be modified to avoid inconsistency and presented here.
- ✓ **Chapter 3: System Design**
 - Your SDD document will be presented in this chapter
- ✓ **Chapter 4: Implementation**
 - ✎ Overview: give some description about the implementation.
 - ✎ Tools and Technology Utilized for Implementation: List the programming language, communication techniques, database management (Relation Diagram) and operating environment that used for developing the software implementation.
 - ✎ System Interfaces: present some major interfaces that can describe the implementation of the proposed system.
 - ✎ Algorithm: here you describe any algorithm that you applied in your system implementation by which you think it is a unique feature in your system that makes it different from related systems.
 - ✎ Source Code: You don't include all source code here but you can add any fragment of code that is major in your system such as connection code that you used to connect your system with a database, or a connection technique that you used to connect with external hardware components.

Document related:

Final Document/ Technical Report

✓ ***Chapter 5: Conclusion and Future Work.***

- Here you can describe your conclusion about your system and leave your comments in future work in related problem domain.

✓ ***Some more for this document.***

- Use Template of the collage for more consistency.
- Final document should be submitted to department on due date. So students need to submit draft final document to respective advisor for last comment and evaluation prior to due date. The advisor should sign on submitted final document.
- The Final document should be submitted in two copies. Both copies should be printed not copied.
- After final defense, bind the two printouts with hardcover as per the department template. You can get the front page for hardcover binding from the department or your advisor. Make sure the advisor and examiners were signed before submitting to department..
- After signing student should submit the document and other deliverables in softcopy.
- All references, acronymy, abbreviations that used in each documents should be compiled together and put in last page of final document.
- All group member students should put their signatures on the declaration form in the final document by which they declare the project is their own and all resources for materials used in the project have been acknowledged.

Document related:

Slide Presentation.

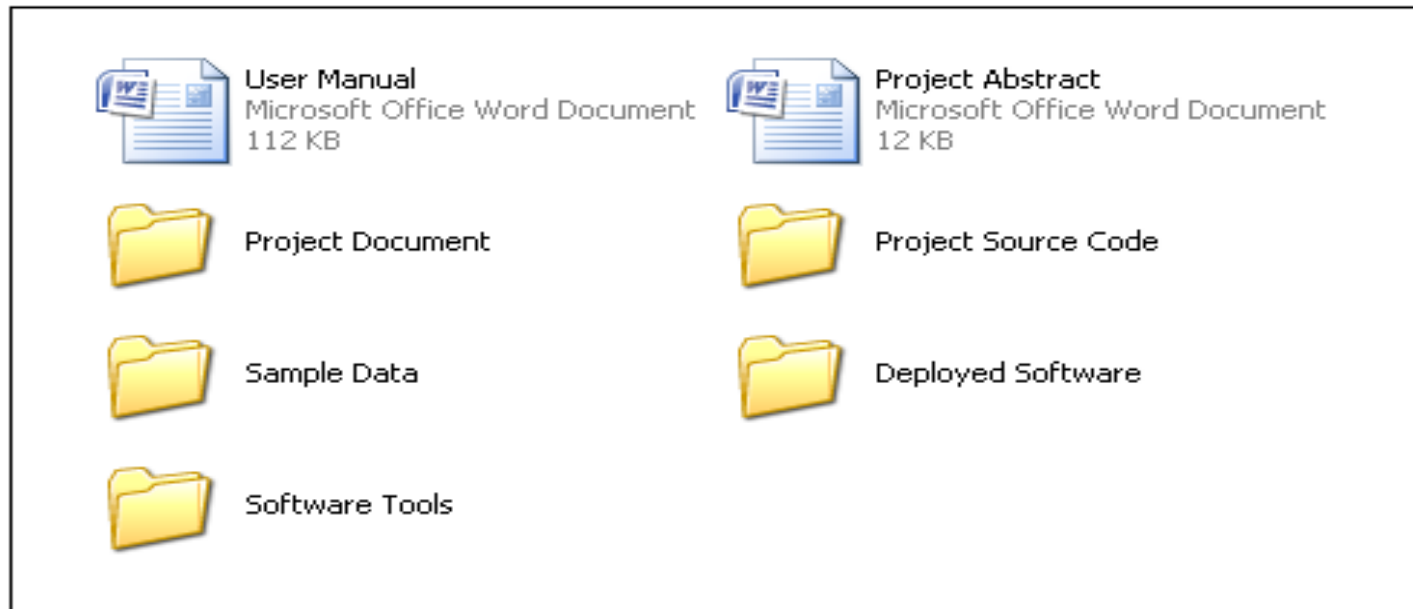
- ✓ Your slides should summarize your final document and give overall description about the software that you developed.
- ✓ The number of slides should not exceed 25 slides.
- ✓ The Slide presentation should include the followings:
 - *Proposed system*
 - *Objectives of the system*
 - *Functionalities of the system*
 - *Scope of the system*
 - *Use case diagram*
 - *Class diagram*
 - *Architecture of the system*
 - *Development tools*
 - *Select snapshots from the system interfaces*
- ✓ Give attention what is advised by this course and your advisor.
- ✓ Participate on presentation session of this course.

Document related:

✎ Implemented Software.

- ✓ The implemented software should be submitted on the same day as you submit the final document.
- ✓ The software should be the final and is not allowed to replace it with other software during demonstration.
- ✓ The softw

ed before:



- ✓ The CD should be put in a pocket and stick in the inner side of the final document's back cover.

Document related:

Project Demonstration.

- ✓ Final project demonstration will be held according to the schedule that will be announced by the department.
- ✓ The students should make ready their software and slides on a PC or their own laptops and prepare themselves well for the demonstration. They should be present at the presentation hall 15 minutes before the start of the session.
- ✓ The demonstration is presented on a LCD projector so students need to load their software on the PC or laptop and check for compatibility before the session started.
- ✓ The time that is given for each group to demonstrate its project work and questions is 40 minutes:
 - *10 minutes for presentation slides*
 - *20 minutes for software demonstration*
 - *10 minutes for questions and answers*
- ✓ Every member should participate equally in the project demonstration by dividing the time into reasonable partition. E.g. one or two student/s present slide and the rest show the software functionalities.
- ✓ Software should be deployed and installed into PC and students must open the software from list of PC programs. It is not allowed to run the software from source code unless they are asked to do so.
- ✓ Any student can be asked a question from his/her part as well as from others group mate part. So every student should be ready to be asked.

Document related:

Project Evaluation.

✓ For the project documents, the following major points will be considered by the advisor, 40 point:

- *Content of the document (Up to 70%)*
- *Organization of the report into sections*
- *Document format as per the given guideline*
- *Language clarity and grammar*
- *Cover page*
- *Table of content*
- *Table and figure labeling*
- *References made to explore and understand the problem*
- *Acronyms and abbreviations*
- *Data Visualization, Data presentation/illustration*
- *Technology, Methodology, tools and so on.*
- *All documentations*
 - *PPD*
 - *RAD*
 - *SDD*
 - *Final Document*
 - *Other documentations*

Document related:

 Annex.



MicroLink Information Technology College
Department of Computer Science

<Project Title>
Project Proposal Document (PPD)

Prepared by:

1. <Student 1>
2. <Student 2>
3. <Student 3>
4. <Student 4>
5. <Student 5>

Advisor:

<Advisor>

<Date Month Year>

Submitted By:

No. Student Name

Signature

Date

1. <Student 1>
2. <Student 2>
3. <Student 3>
4. <Student 4>
5. <Student 5>

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Approved By

- | | | | |
|----|-----------------|-----------|-------|
| 1. | _____ | _____ | _____ |
| | Advisor | Signature | Date |
| 2. | _____ | _____ | _____ |
| | Department Head | Signature | Date |

Document related:

Annex.

ANNEX D. Final Document First Front Page



MicroLink Information Technology College
Department of Computer Science

<Project Title>

A PROJECT SUBMITTED TO
MICROLINK INFORMATION TECHNOLOGY COLLEGE
IN PARTIAL FULFILLMENT FOR THE BACHELOR DEGREE
IN COMPUTER SCIENCE

Prepared by:

1. <Student 1>
2. <Student 2>
3. <Student 3>
4. <Student 4>
5. <Student 5>

Advisor:

<Advisor>

<Date Month Year>

ANNEX D. Final Document Second Front Page



MicroLink Information Technology College
Department of Computer Science

<Project Title>

Prepared By

1. <Student 1>
2. <Student 2>
3. <Student 3>
4. <Student 4>
5. <Student 5>

Advisor:

<Advisor>

Approved By:

EXAMINING BOARD:

1. <Advisor Name>, Advisor _____
2. _____
3. _____

<Date Month Year>

Document related:

Annex.

ANNEX D. Final Document First Front Page



MicroLink Information Technology College
Department of Computer Science

<Project Title>

A PROJECT SUBMITTED TO
MICROLINK INFORMATION TECHNOLOGY COLLEGE
IN PARTIAL FULFILLMENT FOR THE BACHELOR DEGREE
IN COMPUTER SCIENCE

Prepared by:

- 1. <Student 1>
- 2. <Student 2>
- 3. <Student 3>
- 4. <Student 4>
- 5. <Student 5>

Advisor:

<Advisor>

<Date Month Year>

Declaration

We, the undersigned, declare that this project is our original work and has not been presented for degree in any other university or college, and that all sources of materials used for the project have been acknowledged.

Declared By:

No.	Student Name	Signature	Date
1.	<Student 1>	_____	_____
2.	<Student 2>	_____	_____
3.	<Student 3>	_____	_____
4.	<Student 4>	_____	_____
5.	<Student 5>	_____	_____

Confirmed By Advisor:

Name: <Advisor Name> _____

Signature: _____

Date: _____

Place and date of submission:

MicroLink IT College, <Month Year>

END OF THE CHAPTER

*Thank
you*

