6. HONOURS PROJECT

The objective of the Honours Project is learning by doing. The project is intended to be a challenge to the students’ intellectual and innovative abilities and to give them the opportunities to integrate and apply the knowledge and analytical skills gained in class lectures. It should also provide students with some appreciation of the entire process of problem solving. The progress from concept to final implementation and testing, through problem definition and the selection of alternative solutions will be emphasized. Students who opt for Industrial Training may start working on their Honours Project during their sandwich year.

6.1 Project Management

To facilitate the assessment of the student’s work and to promote the ability to work independently, each student will be assigned one project under the supervision of an academic staff member, although several students may work on different aspects of a larger project. The project assignment is based on the interest of the students. Projects in collaboration with an external company are only offered to students with good GPA.

The assignment of projects is expected to be completed by the month of June preceding the beginning of the final year of study. Guidelines on the operation of the project are given in Section 6.3. The Project Management Team will review all progress and mid-sessional project reports, in particular, to sound the warning on serious slippage in schedule and on any lack of clarity in project objective. The project supervisor will be alerted so that timely advice is given to the students.

6.2 Project Assessment

At the completion of the project, the student will be required to give an oral presentation/demonstration of his/her project to an audience of fellow students, staff and industrialists. Two hardcopies and one softcopy of the final report, and the daily log-book are to be submitted at the end of the second semester. The reports go to a panel consisting of the project supervisor and one other member of staff of the Department.

Assessment of the project will be split into 3 areas:

(i) oral presentation and assessment by a panel;
In order to ensure that uniform standards are being used to assess different projects by different assessors, a form for project assessment to guide the Project Panel is used. The Project Panel, which is composed of the Programme Leader, staff members from teaching sections and Project Management Team will read all reports and the respective assessment forms and thereby oversee the overall standard of the projects to ensure a reasonable degree of uniformity of assessment.

6.3 Guidelines on the Operation of the Honours Project

(i) Project Plan

Each student is required to submit a lucid, comprehensive Project Plan to his/her supervisor. This Plan may be marked, at the discretion of the supervisor, and returned to the student, who will use it as the basis of his/her project development.

The Plan should be comprehensive and brief. The following points should be considered:

- Statement of problem and objectives
- Result of literature survey conducted (if any)
- Approach to tackle the problem
- Outline design of hardware and software
- Preliminary project schedule

(ii) Daily Log-Book

Students are required to submit a daily log-book in June. The log-book should record anything that is important to your project. Typical contents include monthly summaries, notes of meetings, planning and actions, design details, experimental data and analysis, observations and remarks. The daily log-book will be reviewed, signed and dated by the supervisor(s) at least once a month.

(iii) Mid-sessional Progress Report

Students are required to prepare a mid-sessional progress report in mid December. One copy of the progress report should be submitted to the supervisor, and another one
to the General Office of the Department. This forms the basis for their supervisors to review the progress against the declared objectives, and to obviate any discrepancies if necessary.

(iv) Group and Industrial Projects

In addition to submitting reports and giving presentation at the end of the semesters, students taking group or industrial projects are required to submit progress reports in October and March.

(v) Oral Presentation

A project presentation week will be held after the final year examinations and students are required to present their projects to their classmates and staff.

(vi) Submission of Project Report

Supervisors will ensure that their project students would finish their project development such that sufficient time should be available for the students to prepare their written final reports. Two hardcopies and one softcopy of final report are required for each project.

(vii) Demonstration

Immediately after the final year examination each student has to set up a poster and/or their final products in laboratories to demonstrate their projects to students, staff and industrialists.