6. HONOURS PROJECT

The Honours Project is considered to be of great importance. This is reflected in the weighting given to it, being equivalent to two standard-sized subjects. The feature 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 previous stages of study. 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 identification and the selection of alternative solutions will be emphasized.

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 assignment of projects is expected to be completed by the month of June preceding the beginning of the final year of studies. Guidelines on the operation of the project are given in Section 6.3.

6.2 Project Assessment

At the completion of the project, students will be required to give an oral presentation/demonstration of the 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 will go to an assessment panel consisting of the project supervisor and one other staff member of the Department.

Assessment of the project will be split into 3 areas:

(i) oral presentation and assessment by a panel;
(ii) work done over the project period including daily log-book; and
(iii) final report.

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 the Project Management Team, will 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, which will be used as the basis of project development.

In the Project Plan, the following points should be included:
- Statement of problems and objectives
- Result of literature survey conducted (if any)
- Approach to tackling the problem
- Outline design of hardware and software
- Preliminary project schedule

(ii) Daily Log-Book

Students are required to submit a daily log-book with the final report. The log-book should record anything that is important to the 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 the 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

Students are required to present their projects to their classmates and staff during the project presentation week.

(vi) Submission of Project Report

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

(vii) Demonstration

Each student has to set up a poster and/or the final product in the laboratory to demonstrate the project to students, staff and industrialists.