

CS4993 Honours Thesis/DA4993 Data Analysis Project

Coordinator: H. Webb

Office: Room Hazen Hall 303. Tel: 648-5869

E-mail: hwebb@unb.ca (Be sure to include the course number in the subject line)

Prerequisite: CS3983

Resources:

Projects in Computing and Information Systems

Christian W. Dawson

Online Technical Writing

<http://www.io.com/hcexres/textbook/>

Writing Guidelines for Engineers

<http://www.writing.eng.vt.edu/>

Website: <http://people.unbsj.ca/~hwebb>

A back-up website is maintained at <http://pizza.unbsj.ca/~hwebb> for the times when the main university server is down.

Schedule: The first class will meet for one hour during the first week of term. Students must attend all CSAS Department Seminars, which are held on the 2nd and 4th Thursday of each month 1:00-2:00pm. Details can be found on the course website.

General Information: CS4993 is required for BScCS Honours degree. DA4993 is required for BDA.

Each student is responsible for obtaining a suitable topic and supervisor(s). The topic selected must be approved by the supervisor(s) prior to the start of the term in which the project is undertaken.

Students must consult with their supervisor(s) on a regular basis throughout the term. The CS4993/DA4993 coordinator should be advised as soon as arrangements have been made for a topic and supervisor(s).

Project committees are chosen by the supervisor(s). Each committee consists of a supervisor(s) and two readers. The supervisor(s) and at least one reader must be from Computer Science.

Project Plan: Students must submit a project proposal to their supervisor(s), readers and the CS4993/DA4993 coordinator. The written proposal must indicate a target schedule of completion dates and estimates of person-hour usage for each phase. Most students spend a minimum of 120 person-hours on CS4993/DA4993.

The proposal must include:

1. Title page with supervisor(s) signature and list of project readers.

2. A brief abstract outlining the scope and anticipated content of the topic.
3. An initial bibliography, normally of 6 or more sources (at least one must be a non-on-line source).
4. PERT diagram.

Each student is required to make a brief 15 minute oral presentation of the project plan. The presentation should clearly identify the project's phases. Each should be divided into segments for which completion dates will be given. Those dates serve as reference for subsequent progress reports.

Progress Reports: Two progress reports are to be submitted to the supervisor(s), which indicate what progress has been achieved. The progress report must briefly outline the work accomplished and state approximately what percentage of the overall work this represents. It must explicitly state whether or not the work is on schedule; if not on schedule, the student must provide an explanation and a description of the corrective action being taken. Actual person-hour usage and completion dates are to be compared with estimates from the project proposal. The progress report will be graded by supervisor(s). The progress report grade will be based on the quality of the document and the degree to which the progress is satisfactory.

Thesis Draft: Students must submit a draft copy of their thesis to their supervisor(s) about three weeks prior to the end of the term. The supervisor(s) will review the draft and return it promptly to the student so that any necessary revisions can be made before the final thesis deadline. It is required that you follow the MCS thesis-style format.

Thesis: The final thesis must be submitted to the supervisor(s) and readers at least one week prior to the final presentation, which will be held during the last week of classes.

The thesis encompasses the substance of the research and work; it is a detailed formal technical report describing the substance and results of the work along with any conclusions and recommendations. Great care must be taken to provide a substantial bibliography (normally 10-20 sources) formatted in IEEE or ACM style (as appropriate to the area of research); and to fully acknowledge all direct or indirect sources of information and references in the thesis narrative. A substantial portion of the grade for the thesis will be based on continued satisfactory effort and progress being made by the student throughout the term. The thesis will normally be considered a public document; it may be made available to others on request in the future.

Presentation: The final presentation to the supervisor(s), readers, students, faculty and others should be thirty minutes in length, including a brief question period. It will be scheduled during the last week of classes. The supervisor(s) and the committee primarily on the basis of preparation, organisation and communications ability will evaluate the presentation.

Corrections: The student is to report to the supervisor(s) within two days after the oral examination. The student must be informed whether the report is acceptable or corrections are required. Corrected reports should be submitted within one week after the oral examination.

Students must submit three copies of the corrected reports. Particular attention should be paid to reproduction of pages containing grayscale or colour graphics.

Other details: Failure to deliver requirements by the deadlines will result in penalties. Alternate deadlines may be negotiated at the discretion of the CS4993/DA4993 coordinator and the supervisor(s).

It is the student's sole responsibility to deliver the required items to the course coordinator, supervisor(s) and committee members before noon on the dates and in the manner indicated. The delivery of such items to only

one person does not satisfy the requirement. Separate copies must be delivered directly and on time to each person as required.

Each project committee will determine the final grade based on a grading scheme suitable for the project. This grading scheme will be communicated to the student by the supervisor(s) subsequent to a satisfactory presentation of the project proposal.

Due date	Item	Submit to:
Sept 18	Proposal signed by supervisor	coordinator
Oct 2	Progress report I	supervisor(s), readers
Oct 30	Progress report II	supervisor(s), readers
Nov 13	Draft report	supervisor(s)
Dec 4	Report	supervisor(s), readers
all term	Seminar attendance	