
GUIDELINES FOR FINAL YEAR PROJECT MID YEAR EVALUATION

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<http://mechapps/fyp/guidelines/>
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1. MID YEAR EVALUATION

The purpose of mid year evaluation is to assess the progress of the project, midway during the academic session. The presentations are usually scheduled in the last week of May, which may change as per circumstances. The assessment panel may include:

1. Chairman
2. Final Year Projects' Coordinator
3. Internal advisor (and co-advisor if any)
4. External advisor (if any)
5. Faculty members

2. PRESENTATION

All groups will be required to present their work using a “Microsoft PowerPoint” presentation. Medium of language must be English. You will be required to explain the following in your slides:

Slide title	What you need to explain?	No. of slides
Objective / Scope	What have you understood from the project title and meetings with the internal/external advisor(s)?	01-02
Literature study / Data collection	The topics and type of literature studied (or collected for study) to define the project path and methodology.	02-03
Gantt Chart	Detailed Gantt chart should be included, listing activities and expected time of completion.	01
List of project milestones / Deliverables	The important milestones that must be achieved in order to accomplish the project.	01-02
Executed work	What work have you completed until now and how?	05-10
Remaining work	How do you plan to execute the remaining work?	01-02
References	Complete list of resources (e.g. books, research papers, journals, conferences etc.) in the correct format.	01

- The expected number of slides is between TWELVE (12) and TWENTY-ONE (21).
- Duration of the presentation should not exceed TWENTY (20) minutes in which all group members must to participate equally. ***Please practice your timings.***
- The presentation will be followed by a question and answer session of TEN (10) minutes.
- Multimedia projector connected to a computer will be available.
- Send a soft copy presentation of your file at your internal advisor’s email address, at least one day before your presentation is scheduled.