

## Project Description

1. This file contains a detailed description of deliverables for the project. The project grade accounts for a total of 30% of the final letter grade for the course.
2. Each student should submit a power point presentation of 5 to 10 slides and an MS Word document of 1 to 2 pages. The presentation and report should name the topic to be studied in the following weeks, how the study will be performed, the division of work, and what issues will be addressed in the study. A soft copy of the presentation in .pptx format and the report in .docx format will be emailed to Vijaya.Adhikari@rockets.utoledo.edu by 4:00 p.m. on 20<sup>th</sup> January 2017.

### Phases I, II and III

3. Phase I, II, and III will be due at 4:00 p.m. on 3<sup>rd</sup> February, 1<sup>st</sup> March and 22<sup>nd</sup> March 2017, respectively.
4. Each phase will have about 25% of the work completed over and above that of the previous phase in terms of PowerPoint slides and the Word report.

### Phase IV

1. Phase IV is due at 4:00 p.m. on 31<sup>st</sup> March 2017.
2. The Phase IV deliverables are listed below.
3. A report of at least 30 pages not to exceed 45 pages as a Word document and a power point presentation of 40 to 60 slides should be sent by email to Vijaya.Adhikari@rockets.utoledo.edu by 4:00 p.m. on 31<sup>st</sup> March 2016. Font size cannot exceed 12 points and cannot be below 11 points. PDF files or other soft copy files of reference material should also be submitted. This material will be looked at if needed and will influence the final grade. Report should be in double spaced format. If total file size exceeds 5 Mb arrange an appointment with Mr. Adhikari so download onto his machine from a small memory drive.

### Guidelines for Report writing:

- i. All reports shall be formal, well written and should have title, abstract, author list, contact information, list of references, and various sections such as introduction, description, results, discussion, summary and so on.
- ii. The report will be in your own words.
- iii. Figures should be captioned, referred and discussed in the text.
- iv. Equations should be numbered, referred and discussed in the text.
- v. No copying or cut and paste from any book, publication, and website. Follow the guidelines on avoiding plagiarism.
- vi. Check spelling and grammar.
- vii. Any source material such as figures, tables, or equations directly used from work of others should be properly referenced to the source.
- viii. Provide proper references for material you have consulted during course of your project. Wherever possible get or generate (by scanning) soft copies of this material.
- ix. Turn in your report; as a soft copy by email as a Word document.
- x. You must use the APA style guide to format your report as shown on the site: <http://owl.english.purdue.edu/owl/resource/560/01/>

Guidelines for Project presentation:

- i. Prepare power point presentation, rehearse your presentation and time it.
- ii. The presentation will be in the classroom during lecture hours.
- iii. Explain your selected topic, elaborate on its need and motivation for its study.
- iv. Give importance to items, that you did, that were not covered in class. This will increase the knowledge of other students.
- v. Describe your results, lessons learned and problems encountered.
- vi. Please cite all copyrighted material in detail.
- vii. Additional links to give a high quality presentation are on the PHYS 6020 site on the Teaching link of my home-page.