MSc Individual Project
The Final Countdown

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Four Slide Summary
Friday 6 September (14:00)

Friday 13 September (17:00)
The written documentation provides the official record of what you have to do.
Standard Answer

Ask your supervisor!

How long should my report be?

How long should I present for?
Or, Be Proactive

Will a one hour presentation be enough, or do you want me to speak for longer?
The Longer Version
Important Dates

Submit final report and code archive \textit{electronically}:
by 14:00 Friday 6 September

Present and demonstrate results to \textit{supervisor} and \textit{second marker}:
by arrangement with markers, absolute deadline 17:00 Friday
13 September
usually conducted after the final report has been submitted
Submit **early** and resubmit
– report.pdf
– code archive.[tar.gz,tgz,zip]

(the code archive is there as a record, but not separately marked)
Schedule your presentation now!
High Quality Work

A carefully formatted and checked report gives your markers confidence in your abilities.

A clear and considered presentation helps to remove any doubts markers have about the quality of your work.
Second Marker

The second marker may not have fully digested your report before the presentation. The presentation is your main opportunity to convince them about the quality of your project.
Project Assessment

Assessed by supervisor and second marker, based on Project Report and Presentation
All marks are subject to review by the moderation team
Reminder

Overall, a Project will not be recommended for a Pass/Merit/Distinction if the Project Report is not at the level of a Pass/Merit/Distinction, respectively.
You might have written software that will change the world – but if the report is poor, the marking criteria won’t allow you to receive a high mark!
Completing On Time
Late Submissions

Late submissions will not be accepted
Mitigation

See information and forms at:
https://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment

More likely to be valid and allow for a short extension: illness, injury (with supporting evidence)

Unlikely to be valid: jobs, vacations, internships
If you believe that there are circumstances outside your control that may affect your project completion, let us know **EARLY**
Think About The Criteria
Assessment Criteria

Based around three aspects of the project:
• Technical Achievement
• Background Research
• Quality of Report

See:
https://www.doc.ic.ac.uk/lab/msc-projects/ProjectsGuide.html#projas
HINT

Make sure your achievement in these three areas is obvious to markers from both your written report and your presentation

- Technical Achievement
- Background Research
- Quality of Report
The Plagiarism Barrier
Plagiarism and Academic Integrity Breaches

Plagiarism anywhere in the Project is unacceptable (whether in the report, implementation or presentation slides)

You are expected to fully reference (and build upon) external sources. **Do not copy and paste**

During your presentation, you could be asked about anything you write about. Don’t include material in the Report if you don’t understand it
How To Avoid Plagiarism

The report documents:
1) Things (concepts, methods, solutions ...) devised by other people;
2) Things you have devised yourself.

Make it clear which is which
– cite and reference
– quote
Do not assume the reader will know
Plagiarism And Reuse

You **may** reuse material you produced for your Background and Progress Report.

You **may not** reuse material you produced for other assessments, such as for an ISO or for a Group Project.
Specific Areas To Check

Academic literature sources
Correct referencing
Use of materials supplied by research team/previous students
Report Structure
The Report Audience

Your audience are expecting to read about an academic research task. They need to fully understand what you have done and what you know. You are expected to explain yourself fully and clearly.
One Possible Structure

Introduction
  – Motivation
  – Aims
  – **Outcomes**

Background and related work (using your words)
  (this section should also include a discussion of ethical and professional considerations)

Design / Theory

Implementation

Results & Evaluation

Conclusions & Future Work (what you would have done)

Bibliography

Appendices
Spoilers Are Expected
Be Direct And Specific

Design
The server implementation described in Chapter 4 is capable of handling up to ten times as many client requests per second as a Bijingo installation running on the same machine. The key design features that enable this level of performance are ...
Other Report Strategies

Use examples, tables and diagrams
Summarise at the start and end of chapters
Address any limitations to your approach
Evaluate
Oral Presentation And Demonstration
Compulsory

You **MUST** do a presentation and demonstration
Without these, you will not receive a mark
Presentation Audience

Your presentation is to your Supervisor and Second Marker

It is **your best chance** to impress them regarding the complex work you’ve undertaken

(they may also invite additional people)
Presentation Format

Your supervisor will agree this with you in advance

Expect it to include:

A presentation (with slides)
A demonstration of your software
Questions (and your answers)
Ask your supervisor if there are any areas that they think you should include in your presentation

You are unlikely to have time to repeat everything from your report
How To Present!

This depends on what you’ve agreed with your supervisor!

Will it take place *before* or *after* you hand in your report

(if after, don’t assume the people in the room will have read your report!)

Plan the timing carefully
Presentation Techniques

Let’s Get Professional!
Effective Presentations

Dr. Thomas Lancaster
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This is stuff I teach to first years

These are talks I give internationally

The Underlying Causes of Academic Cheating
Westminster Higher Education Forum
Opening Keynote Presentation
Wednesday, 22 May 2019

Dr Thomas Lancaster
https://thomaslancaster.co.uk
https://www.tlteacher.net/ThomasLancaster
This set of slides is primarily functional, rather than visually impressive

You can do much better
Some Hints

**Presentation style matters** – make an effort, dress up, face the audience, appear confident

**Start strong** – headlines, stories and examples provide good ways to interest your audience

**Technical contribution** – you’ll need to provide this, but be brief

**Visuals** – a picture or diagram is worth 1,000 words (but do not plagiarise them)

**Interaction** – be prepared for interruptions and be ready to improvise your talk

**Sleep** – you need it and your audience needs it, but ideally not during the presentation
Yes, the previous slide contained far too much text!
Finish On Time!

If you had to miss anything, there is often an opportunity to discuss this during the Q&A
Be Prepared For Questions

Some people like to prepare extra slides for these

Remember to upload the slides!
Any Questions?
Spare Slides For Questions
Where Can I Find The Project Information?

Project Information

http://www.doc.ic.ac.uk/lab/msc-projects
http://www.doc.ic.ac.uk/lab/msc-projects/ProjectsGuide.html
Where Can I Find Example Project Reports?

Previous Distinguished Projects

https://www.imperial.ac.uk/computing/prospective-students/distinguished-projects/pg-prizes
Should I Create My Slides Using LaTeX and Beamer?

Personally, I prefer PowerPoint
How Long Should My Project Report Be?

Ask your supervisor!
Can I Hand In My Project Report Now, Do My Presentation And Start A Job?
Do You Want To Acknowledge Anyone For These Slides?

Dr Tim Kimber

Dr Tony Field

The slides are different to those from previous years, but thanks to Tim and Tony for ideas about what to cover and several examples.
Where Is A Good Place To Ask Other General Questions?