School of Information Technology & Electrical Engineering (ITEE)

Thesis Project Information Session

Commencing Semester 1 2019
Contact

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ITEE Thesis Enquiries
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The purpose of your Thesis Project

• Develop your research and problem solving skills.

• You will formulate, develop and evaluate your own individual research project

• You will plan and manage your project and present your results in the context of the current literature and existing work
First you need to:

1. **Enroll**, as soon as you are able to
2. Find a project and a supervisor
Topic Selection

1. **Browse** the **Project Database** for suitable topics
   https://student.eait.uq.edu.au/projects/?semester_id=6920&school_id=itee&q=&sendButton=&filter_open=1

2. **Contact potential supervisors** to discuss topics that interest you, or to propose your own topic

3. When you’ve come to an agreement with a supervisor, get them to **allocate you to your project** in the **Project Database**

More info available at:
Topic Selection

**Specialised** projects:
- Offered and supervised by individual academics
- Suitable for a small number of students (i.e. one or two)

**Super** thesis projects:
- Broad thesis topics able to be taken by many students at the same time
- Some supervised jointly by an academic team

All thesis projects are individual, and the assessment items are the same ([https://www.itee.uq.edu.au/assessment-items](https://www.itee.uq.edu.au/assessment-items)).
Allocation deadlines

Until semester commences:

• You have an opportunity to find and be allocated to a thesis project
• It is expected that you will have a project before semester start

Semester commences:

• You must commence work on your allocated project
• If you don’t have a project, you can’t take part in the course
The role of your supervisor

- Your supervisor will **guide you** and give you feedback
- They will select the **examiner** for your final demonstration and thesis
- They will **mark** all your assessment items (except the demo/poster) and the final thesis
- They will ask to **meet regularly** (weekly) to discuss your progress
Your role

• **Take responsibility** for planning, managing and executing your thesis project

• **Work consistently** on your thesis topic, e.g. if you are taking a year-long 4 unit thesis, you should dedicate \( \frac{1}{4} \) of your time to your project each week ~10h per week

• Complete your **assessment items on time**

• **Meet regularly** (weekly) with your supervisor to discuss your progress!
Assessment Items

HINT: You can find detailed information about assessment items, including mark sheets, due dates and other resources on the ITEE thesis webpage: http://www.itee.uq.edu.au/thesis

Electronic submissions are via Blackboard

Available projects and project allocations are in the Project Database: https://student.eait.uq.edu.au/projects/?semester_id%5B%5D=6920&school_id%5B%5D=itee&q=&sendButton=&filter_open=1

Your marks will be in Blackboard
Assessment Items

In the beginning....

UQ Academic Integrity Tutorial (pass/fail)

online: https://www.uq.edu.au/integrity/
Assessment Items

In the beginning...
(for postgraduate (level 7) coursework students only)

Annotated Bibliography (pass/fail)

- develop proper referencing style
- short annotations form kernel of the literature review in your thesis
- The library is running workshops to help you with this
Assessment Items

In the beginning....

Project Proposal (10%)

- define your thesis topic:
  - state it’s purpose, aims, coverage and relevance

- present a review of relevant background material

- specify your project plan:
  - milestones (resources and duration)
  - complete and accurate risk assessment (OHS & project risks)
Assessment Items

Half way through....

**Seminar** (15% for undergraduate, 10% postgraduate)

- **orally present** the key content of your research
  - scope and relevance of your thesis
  - the reviewed literature and its relevance

- **progress of your work**
  - the work carried out so far and
  - the work remaining to be done
Assessment Items

Half way through....

**Seminar Attendance** (pass/fail)

- participate in at least five other progress seminars during the week in which your progress seminar is presented
Assessment Items

Near the end...
(for postgraduate (level 7) coursework students only)

Conference Paper (10%)

- a conference paper on your research in the form of an extended abstract

- You do not need to submit your work to an actual conference
Assessment Items

Near the end ....

Poster and Demonstration
(25% for undergraduate, 20% postgraduate)

- verbally and visually present your project’s results
- demonstrate any tangible working hardware or software
- produce a poster documenting your work to support your presentation
- This is 100% marked by an examiner appointed by your supervisor
Assessment Items

The very end ...

**Thesis** (50%)

- primary means of reporting your project
  - problems and **goals** of the project
  - review of **background** material
  - applicable methods and the **approach** taken
  - **major decisions** and the reasons for approach
  - results and **evaluation** of results

This is marked by an examiner and your supervisor (50% each)
Assessment deadlines are strict

- Applications for extensions must be made by lodging the Application for Extension of Progressive Assessment Form with the ITEE Coursework Studies Office (level 4 GP South) at least one week prior to the assessment deadline

- In general, extensions will NOT be given for the submission of the final thesis unless there are very exceptional circumstances

- Any late submissions receive a mark of zero!
Additional information ...
Library Sessions

Library workshops will be organized to help you with preparation of your annotated bibliography and project proposals.

These workshops cover how to find information, books, journal articles, conference papers relevant to your thesis. Referencing using EndNote is also covered.

The sessions cover research skills but not how to write a thesis. Student services run the writing and other academic skills classes.

Sessions will be advertised by the library and on our ITEE thesis webpage: https://www.itee.uq.edu.au/thesis/library-workshops
S1 2019 Library Sessions

Finding information for your research project and thesis.

This session covers using Library Search and databases to find books, articles and more for your annotated bibliography or literature review.

Find out how to cite sources accurately and how you can manage your references with EndNote.

Thursday 7 March, 2pm-3.30pm,
Biological Sciences Library (94), Training rooms 94-213, 214, 215

Monday 11 March, 11am-12.30pm,
Biological Sciences Library (94), Training rooms 94-213, 214, 215
Library Sessions

ITEE thesis coursework guide

http://guides.library.uq.edu.au/iteeprojects

Training page

https://web.library.uq.edu.au/library-services/training

Contact: Adriana De Michiel

a.demichiel@library.uq.edu.au
Laboratory Access

- You have default swipe access to the **thesis lab** in room **78-108**

- You **must** request access to any other lab via your supervisor

- entry will be given when the appropriate online **OH&S Declaration** has been completed and the relevant **General Risk Assessment** has been acknowledged as being read

[https://learn.uq.edu.au/webapps/blackboard/content/listContent.jsp?course_id=_11416_1&content_id=1187521_1&mode=reset](https://learn.uq.edu.au/webapps/blackboard/content/listContent.jsp?course_id=_11416_1&content_id=1187521_1&mode=reset)
Budget Information

Any project-specific expenditures up to a maximum of $250 must be approved by your supervisor through the ITEE Engineering & Technical Support Group (ETSG)

Richard Newport (Manager)

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Questions?

ETSG introduction: Richard Newport Shohreh Tabrizi