

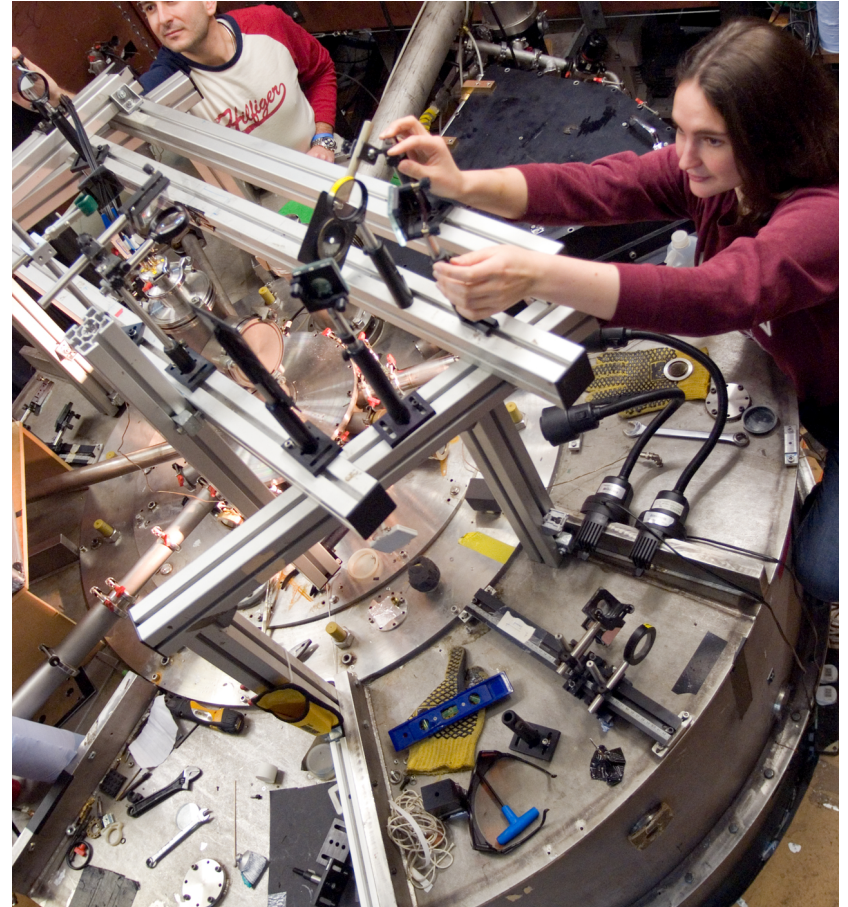
Introduction to Projects

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Head of Projects

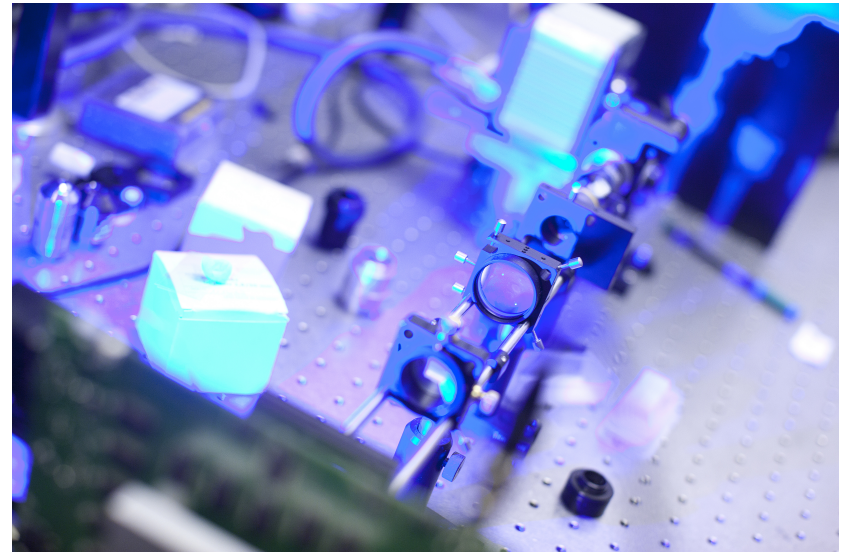
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Overview

- BSc & Essay Projects overview
- Deadlines
- Key Project Components
- Assessment
- Q&A



BSc or Essay Projects

- Who has to do it?
 - BSc..... Yes
 - BSc Theory..... Yes
 - BSc Music..... Yes
 - Phys with SciEd..... Yes (can spread over 2 terms)
 - Occasional/Erasmus..... Optional (but most do)
 - Msci/Msci YiE..... No (but could chose as option)
- Students work in **pairs for BSc projects** for **one full term** (*10 hours minimum per week*) – or individually for essay projects.
- Either way, students are **assessed individually**.

BSc Projects

- BSc projects cover a broad range of topics and may **be experimental, computational, theoretical**, or a mix of these.
 - ***Experimental Projects based in 3rd year laboratory.*** All the necessary equipment is provided and a lab script is available to get you started. You are encouraged to use your own initiative and some guidance from the supervisor demonstrators and technicians to extend or develop the experiment. (Contact Graham Axtell: Teaching Labs Administrator, g.axtell@imperial.ac.uk)
 - ***Proposals from staff members in the Department.*** Some of these projects will be performed in the Third Year Lab, others will be performed in the research group's laboratories. BSc Theory students will have priority for Theory Projects.
 - ***You may also propose your own project.*** In this case you must find a member of staff or a demonstrator who is prepared to supervise the project. The topic must also be approved by the Head of Projects. We encourage you to propose their own projects and we will be as flexible as possible to accommodate any requests. There are guidelines.

Essay Projects

- Provide a summary of the **current body of knowledge** within the field, in terms of breadth and depth of understanding.
- Carry-out an **in-depth critical analysis** of past research and highlight current research trends in the field with a corresponding appraisal of methods and techniques employed.
- Contribute **realistic recommendations** for the route that further research should take, with predictions on the state of the field and potential impact in coming years.
- Ultimately make a **novel contribution** to the overall understanding of the subject matter in this field.

Key Project Milestones

Milestone	T Week (day)	Assessment	Assessors
Registration	1-2		
Project Plan	3 (Fri)	Formative (5% pen)	Supervisor
Progress Report	6 (Fri)	Formative (5% pen)	Supervisor
Continuous Assessment	9 (Fri)	Formative, 20%	Supervisor
Draft Outline	10	Formative (Optional)	Supervisor
Viva	11	Formative, 20%	Supervisor/Assessor
Final Report	+2 (Tue)	Summative, 60%	Assessor/Panel Marker

Check [Year 3 Project site](#) for dates and Two-term project milestones.

Home
Available Projects
My favourites
My Project Progress
Email for system help
SUPERVISORS: Uplo...
SUPERVISORS: View ...
[Edit](#)



For Students



Search available projects



View your favourite projects



Go to your Project Progress page

Finding a Project:

Step 1: [Search for available projects](#)

Step 2: Add projects to 'Your Favourites' using the button at the bottom of the project detail page

Step 3: Contact the supervisors of [your favourite projects](#)

Step 4: Once you have agreed with the supervisor to work on their project, use the 'Confirm Project Match' button on the project detail page. An approval request will be sent to the supervisor

During your Project (uploading reports and tracking progress):

For Supervisors



Add or edit your project listings



View your students

For Assessors



Mark your reports

Registration

1. Browse projects.
2. Find partners (online help tool).
3. Contact supervisors for your favourites.
4. **Apply with partner** to join project.
5. Supervisor will **accept** (or decline).
6. **Only after acceptance** will you be confirmed on project.
7. **All submissions** and assessment/feedback will be managed on Black Board.

Meetings with Supervisors.

- Regular meetings with supervisor.
- At least **once** a week.
- Work around everyone's schedule.
- Scheduling meetings and viva is based on **your own initiative**. Be proactive and communicate with the supervisor.
- You will be most familiar with the structure and deadline, not the supervisor.

Project Plan

- It is a means of ensuring that you have a good grasp of the project aims and also what is achievable within the timescale. **This can be a joint submission.**
- This should be no more than 1 page A4, outlining what you plan to do over the coming weeks.
- Make it structured (break it down week by week if you can).
- Feedback from your supervisor will ensure you do not go off-track too much.
- **Feedback is formative** and carries no mark BUT it must be submitted otherwise **5% deducted** from final mark.
- Possible extension of deadline for those in term 1 who start late.

Progress Report

- This can be written against the backdrop of your project plan.
- **800 words max** (about 2 sides of A4).
- Mention any significant changes to your project since your plan.
- Plus any (unforeseen) issues you have encountered and how you have addressed or plan to address them.
- **Feedback is formative** and carries no mark BUT it must be submitted otherwise **5% deducted** from final mark.

Continuous Assessment

- Student effort and effectiveness in moving towards objectives. Has the student devoted sufficient time and energy to the project?
- Scientific quality and comprehension. Does the student have a good level of understanding of the science and the project in general?
- Demonstration of effective use of skills. Has there been effective application of the students computing / experimental / theoretical / research skills to the project?
- Total achieved on the project. Has the student made significant progress within the time available?

Viva

- Max 15 minute presentation of project. **Individual exercise.**
- Supervisor and Assessor will mark and provide feedback
- Marks awarded for:
 - Structure.
 - Use and quality of slides.
 - Physics content
 - Explanations to questions.
 - Overall motivation.
- The viva can also help inform aspects of final report.

Final Project Report

- Maximum 6000 words.
 - Marked by the Assessor and a member of the Marking Panel.
 - Panel members are all academic members of staff HOWEVER, they may not always be 'specialists' in your project discipline.
 - All are capable of assessing the **quality** of your work.
 - It is up to you to write your report in a manner that makes it clear what your project was and what you contributed to it.
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Final Project Report

- Make sure you put specialist jargon or acronyms into context.
 - If working in pairs, make it clear what YOU personally contributed to the overall project (i.e. how the work was divided).
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Assessment Criteria

- Markers will pay particular attention to the following areas:
 - Initiative shown (investigation of anomalous results etc.).
 - Use of scientific English (clarity, structure, style etc.).
 - Technique (experimental/computational or theoretical skill and range of data obtained).
 - **Experimental projects**: presentation of data and/or findings. **Non-Experimental projects**: critical analysis.
 - **Experimental projects**: assessment of experimental accuracy and sources and types of errors. **Non-experimental projects**: understanding and interpretation.

Note taking and record keeping

- You are still required to keep a **clear record** of your work in a laboratory notebook.
 - The records in your notebook will aid **discussion** with your supervisor during project meetings.
 - It also acts as a clear audit trail in the event of '**knowledge discovery**' and originality.
 - Your recorded notes will also form the basis of the **final report**.
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Integrity Policy

- All deadlines are **5pm on day of the deadline**. College **policy will be applied** for unjustified delays.
- Computer problems are not a justification for extension.
- All submitted material will be **analysed by Turnitin**. Cases of plagiarism will be referred to the Physics Integrity Officer.
- Don't cut-and-paste literature. Write in your own words. Write individually, not in pairs.
- Any issues, contact me well in advance!

**Imperial College
London**

Questions?
