

# **M.Sc. PROJECTS: Guidelines**

*M.Sc Project Meeting*

*12.15, February 7th 2005*

*Canalside West, University of Huddersfield*

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Pathways*

## **Your Project**

Your project should provide you with the opportunity of advanced work in your chosen area of interest.

It is the single most important component (at least 33% of assessment) of your M.Sc. and you will need to spend a large amount of time on it.

(For Internet and Enterprise Systems the project comprises 50%.)

The project is *individual*.

## To Chose Your Project

- (1) Consider your own interests and a possible choice of career;
- (2) Consider the skills/knowledge you have acquired during your studies and the interests and research areas of the staff here.
- (3) Your project will require a client:  
These can be external – for an institution outside of the University.  
They can also be internal - a member of staff here can act as a client.
- (4) For IES students the project should be significant - and may be entirely research based.

## **Project Considerations**

These are some of the things you need to consider:

**WHO** - the requirements of your client;

**WHAT** – the project is intended to achieve and the problem(s) it will solve;

**WHY** – rationale for project;

**HOW** - method(s) used to achieve result.

## **Practical Help: web based**

Project guidelines can be obtained from the following web pages. These provide information on your responsibilities and on your clients responsibilities. They also contain information on project deliverables, deadlines etc.

### **STUDENT**

<http://scom.hud.ac.uk/scommmw/PGPROJ/student.htm>

### **CLIENT**

<http://scom.hud.ac.uk/scommmw/PGPROJ/client.htm>

The **STUDENT** information is for yourself.

The **CLIENT** is the client for your project.

## **Practical Help: People**

From myself and from other staff:

Some of you will have already decided on the project you wish to undertake. However in order to determine how far you are in your search for a project, I have a form for you to fill in. I need to know your ideas on your project, its title (if you have one) and any staff consulted. This form should be submitted by March 1st. This information is required so that *we* can help *you*. Your choice of project will help to determine your supervisor. Your supervisor will be allocated (before Easter) and will help clarify your ideas on your project and subsequent write-up.

## **Web Page Guidelines: Summary**

- Details about finding your project,
- the contents of your project proposal,
- the academic nature of the project and
- the nature of the milestones.

If you need other help email myself or ask your pathway leader.

## **Milestones: Proposal and Terms of Reference**

These milestones apply to SD, IS and IAD students - for IES students deadlines are slightly different. See end of talk.

(1) The form is a starting point for your project ideas. You should have clarified these ideas and be clearer about your proposal at an early date in order to discuss them with your supervisor. You are *advised* to have a first draft to your supervisor by April 22nd - and your final version submitted by early June. These should be submitted to the project supervisor (pathway leader).

(2) Terms of Reference: these are needed by ALL students and comprise a more detailed introduction to the project, background etc. You will be required to give a presentation and - after feedback - a short report. The deadline will be in late June/early July.



## **Milestones: Final Report and Presentation**

- (1) Presentations will take place during the first two weeks in September.
- (2) Your report should be submitted by mid September 2005.

## **Project Proposal**

This will soon be your immediate concern. The project proposal is an outline of the project you wish to undertake and should contain:

**your name and student ID**

**project title (not too long)!**

**description of the problem (which should be brief)**

**intended product details of the intended product**

**staff the names of any staff involved/consulted**

**external details of external people involved**  
**resources required to undertake the work**  
**risks involved in the project**  
**timetable with milestones**  
**justification for the choice of project**

## **Project Management**

You will need to meet with your supervisor and (if different) your client at regular intervals.

For this reason you need to check the availability of your supervisor and client over the July/August period.

It is up to **you** to arrange these meetings, submit your final report and arrange your demonstration/presentation.

## **Internet and Enterprise Systems**

- The project should take 6 months and comprises 50 % of the mark for the final degree.
- May to July is the time for project preparation.
- The project comprises *either* pure research *or* research and a significant IES system.
- Terms of Reference are required early in the project.
- There will be a formative assessment midway through the project (September).
- Project presentation of results will take place in November and the report submission and examination should be in December.