IE8900 GRADUATION PROJECT

DETAILS OF FINAL EVALUATION

Each group is expected to submit a **final report, Project schedule** (due: May 24, 2024). Then, the groups will attend a **meeting with the jury members** for final presentation performance assessment in the classes at Ataköy Campus on the scheduled time for the week of June 4, 2024. Total presentation duration should **be at most 20 minutes**.

Each committee member will evaluate each student by using a form explained in Table 1. Weights of each criterion, together with the expectations to get full points are given in detail.

Table 1. Evaluation Form for Final Presentation (25 Points)

Evaluation Criteria	Weights of Criteria	Expectations
Slide Preparation	15%	Slides of presentation should be **readable**, explicit, and relevant. The number of slides should be reasonable (for a 20-minute presentation). Each slide should **include a heading** giving the key point in the slide. Figures and tables in the slides should be **titled** and **units** of values should be given.
Oral Presentation	30%	In this criterion, language of the presentation is evaluated based on the following merits: 1 – The language of the presentation and response to the questions should be in **English**, 2 – Majority of the presentation should be done with **own words**, 3 – Reminder is acceptable but all presentation should **not be read** from the text, 4 – The use of language in terms of conveying the material to the audience should be sufficient.
Response to Questions	50%	Question of the jury members should be **answered correctly and explicitly.** Questions and responses should be in **English**.
Project Schedule	5%	Detailed project schedule should be presented with the **realized task completion times.**

The final report will also be graded by each professor (all advisors). The 60% of the "Content" part of the Final Report is distributed as follows: %5 form the individual performance evaluation of the advisor, 40% from the report evaluation of the professors, 15% from the evaluation of the final report format. **The written final report should be submitted through the CATS system until 24 May 2024, @23:55.**

In order to check the originality of the final report, second version of the report that includes the parts starting from the "Introduction" chapter and ends with the "Conclusion" chapter should be submitted. Therefore, each group will submit **two final report files** (FinalReport_GroupMembers_All.pdf and FinalReport_GroupMembers_Originality.pdf) through the CATS before the due date.

For **final report evaluation** of the professors, the form described in Table 2 will be used. Weights of each criterion, together with the expectations to get full points are given in detail.

Table 2. Evaluation Form of Committee Members for <mark>Final Report</mark> (40 Points)

Evaluation Criteria	Weights of Criteria	Expectations
Abstract	5%	In **Abstract**, brief information and/or other informative materials should be given. Abstract should include main analyzed objectives, problem, solution approach, and conclusions.
Introduction	10%	In **Introduction**, brief and relevant background information and/or other informative materials should be given. Thesis statement (**problem, objectives and solution approach)** should be described briefly. Last paragraph should include the scope and direction of your paper as an **essay map**. (Do not forget to mention the **Project schedule** as Appendix)
Literature Review	5%	The history of the topic, review of the **recent work** done by other researches (at least 5), the **differences and/or similarities to other studies** should be included.
Problem Definition	15%	**Problem** addressed in the project should clearly be defined by reporting **what are known beforehand, what are to be determined and what are the main objectives**. Problem environment (company information, etc.), case specific assumptions and limitations should be included.
Methodology	20%	Proposed method/model/system should be reported clearly by **showing steps**, **formulations** or **procedures** based on the **proper notation**.
Implementation and Results	30%	Implementation of the proposed methodology should be given explicitly by **presenting gathered and compiled data**, by emphasizing implementation steps. **Results** should comply the suggestions for application to obtain desirable result as stated in the problem definition.
Conclusion	10%	The report should be concluded with evidence for implementing the proposed methodology by showing **important improvements and / or changes in the current system**. **Comparisons between current state and the proposed solution** should be shown and obtained recommendations based on the **insights gathered** from the results should be presented and discussed.
Recommendation for Future Studies	5%	The report should include recommendations for future studies. In the report, future research should be suggested for the not addressed parts of the problem. The limitations should be included due to problem aspects. Also, the same research problem can be proposed as a future study to be considered with a different methodology, in a different location, or with different inputs.

Final project reports are evaluated by an independent evaluator based on the criteria listed in Table 3. Weights of each criterion, together with the expectations to get full points are given in detail.

Table 3. Evaluation Form for <mark>Final Report Format</mark> (15 Points)

Evaluation Criteria	Weights of Criteria	Expectations
Wording Originality Ratio	25%	Text of the report is to be checked by using special software to detect the percentage of plagiarism in every chapter. The percentage of wording originality of the report is set as subtracting the result of software from 100%. The report gets 10 when the wording originality is over 95%. It gets 9 when the originality is between 90% - 94%. It gets 8 when the originality is between 85% - 89% It gets 7 when the originality is between 80% - 84%. It gets 6 when the originality is between 75% - 79%. It gets 5 when the originality is between 70% - 74%. It gets 4 when the originality is between 65% - 69%. It gets 3 when the originality is between 60% - 64%. It gets 2 when the originality is between 55% - 59%. It gets 1 when the originality is between 50% - 54%. **The report <u>fails</u> when the originality is below 49%.**
Margins	20%	The margins should fit into the given specs for body text, tables and figures. The percentage of fitness of all report is measured as the ratio between the number of pages within given margins divided by the total number of pages of the report. The report gets 10 when the ratio is over 95%. It gets 9 when the ratio is between 90% - 94%. It gets 8 when the ratio is between 85% - 89% It gets 7 when the ratio is between 80% - 84%. It gets 6 when the ratio is between 75% - 79%. It gets 5 when the ratio is between 70% - 74%. It gets 4 when the ratio is between 65% - 69%. It gets 3 when the ratio is between 60% - 64%. It gets 2 when the ratio is between 55% - 59%. It gets 1 when the ratio is between 50% - 54%. **The report should be rewritten when the ratio is below 49%.**
Table of Contents and Page numbers	20%	The table of content should comply with the text body in terms of headings and page numbers. The percentage of fitness of all report is measured as the ratio between the number of pages correctly representing table of content divided by the total number of pages of the report. The report gets 10 when the ratio is over 95%. It gets 9 when the ratio is between 90% - 94%. It gets 8 when the ratio is between 85% - 89% It gets 7 when the ratio is between 80% - 84%. It gets 6 when the ratio is between 75% - 79%. It gets 5 when the ratio is between 70% - 74%. It gets 4 when the ratio is between 65% - 69%. It gets 3 when the ratio is between 60% - 64%. It gets 2 when the ratio is between 55% - 59%. It gets 1 when the ratio is between 50% - 54%. **The report should be rewritten when the ratio is below 49%.**
Tables and Figures	20%	Tables and figures should be titled and addressed in the text. The percentage of fitness of all report is measured as the ratio between the number of tables and figures correctly prepared divided by the total number of tables and figures of the report.

		The report gets 10 when the ratio is over 95%.
		It gets 9 when the ratio is between 90% - 94%.
		It gets 8 when the ratio is between 85% - 89%
		It gets 7 when the ratio is between 80% - 84%.
		It gets 6 when the ratio is between 75% - 79%.
		It gets 5 when the ratio is between 70% - 74%.
		It gets 4 when the ratio is between 65% - 69%.
		It gets 3 when the ratio is between 60% - 64%.
		It gets 2 when the ratio is between 55% - 59%.
		It gets 1 when the ratio is between 50% - 54%.
		The tables and figures should be rearranged when the ratio is below 49%.
References and Citation	15%	The references should be cited in the text and all citations given in the text should be listed in the references. Additionally, figures, tables and words taken from other sources should be cited and listed as reference. The percentage of fitness of references and citations is measured as the ratio between the number of references and citations correctly given in the text divided by the total number of references and citations in the report.
		The report gets 10 when the ratio is over 95%.
		It gets 9 when the ratio is between 90% - 94%.
		It gets 8 when the ratio is between 85% - 89%
		It gets 7 when the ratio is between 80% - 84%.
		It gets 6 when the ratio is between 75% - 79%.
		It gets 5 when the ratio is between 70% - 74%.
		It gets 4 when the ratio is between 65% - 69%.
		It gets 3 when the ratio is between 60% - 64%.
		It gets 2 when the ratio is between 55% - 59%.
		It gets 1 when the ratio is between 50% - 54%.
		The references and citations should be rewritten when the ratio is below 49%.

For Graduation Project evaluation of the advisors, each group member will be evaluated based on their individual performance. It will constitute 5% of the total grade as shown in Table 4.

Table 4. Evaluation Form for Individual Performance (5 Points)   **ADVISOR**

Student Name:											
Evaluation Criteria	Weights	1	2	3	4	5	6	7	8	9	10
Interdisciplinary Teamwork	40%										
Individual Work	20%										
Written and Verbal Communication Score	40%										