Course: COSC5395, Graduate Project and Technical Report

Course Description:
An applied research project in computing from problem definition through implementation in an area of particular interest to the student that relates to the course of study. Offered on credit/no-credit basis only, with grade of IP until completed. Credit will not be recorded until technical report is accepted by the Graduate Project Committee.

Course Prerequisites:
Sufficient progress toward the degree, as defined in the current University catalogue. In addition, students must have a properly executed Graduate Project Topic Agreement Form on file with the Computer Science Departmental Office.

Course Materials:
- Master of Science in Computer Science Graduate Project Proposal and Technical Report Guidelines, Department of Computing Sciences, Texas A&M University-Corpus Christi. The required copy will be supplied by the course instructor.

Scheduled Meeting Information:
- Twice weekly meetings from 3:30 to 5:20 P.M. on Tuesdays and Thursdays in the assigned room.

- One meeting, at a time and place determined by the University, to complete the University-mandated Major Field Test (MFT). Further information can be found at:

  ++ http://testing.tamucc.edu/major_field.html

There will be a link on this page to register for the test.

Possible Course Reference Materials (Optional):
The items that follow are listed for your convenience only.
- The Elements of Style, William Strunk and E.B.White, Allyn and Bacon
• *A Manual for Writers of Term Papers, Theses, and Dissertations*, Kate L. Turabian, The University of Chicago Press


**Student Learning Outcomes:**

It is intended that each student will accomplish the tasks that follow.

• Perform the research required to complete, document and present a plan/proposal for completing the graduate project. The approved proposal must be submitted to the course instructor.

• Learn the format required for the graduate project proposal and technical report.

• Develop a graduate project technical report within the time constraints of the course that is acceptable to the student’s graduate project chairperson and other committee members.

• Successfully present/defend the graduate project results to the project committee and other interested faculty members.

**General Procedures and Course Grade Determination:**

This course is offered as a “credit” (CR) or “no credit” (NC) course with a grade of “in progress” (IP) assigned until the graduate project is completed. In order to receive credit for this course the student is expected to adhere to the general procedures which follow.

• Make submissions to the course instructor in a timely manner using the schedule and methods described later in this document. All submissions must follow the standards set by the departmental guideline document and must be written in English, correct with regard to spelling, grammar, punctuation, and appearance.

• Produce a graduate project proposal and a final report that are acceptable to the student’s graduate project committee. The approved proposal document must be submitted to the course instructor, while the final report is filed with the Computer Science Departmental Office.

• Avoid all forms of academic dishonesty as defined in the current University catalogue. In short, representing someone else’s work as your own is plagiarism. If you acknowledge the work of others by a suitable citation of their work then it is not
plagiarism. Plagiarized materials will not be accepted and are grounds for disciplinary action.

- Successfully complete presentations of the proposal and the final report.
- Complete the Major Field Test (MFT).

**Procedures for Submitting Documents to the Course Instructor:**
Submissions to the course instructor should consist of the following two items or the submission will not be reviewed unless prior arrangements have been made.

- A *paper* copy of the current document, including all previous changes, and
- Any marked (*paper*) copy that was previously returned to you.

Submissions may be made

- at the start of class meetings,
- during regularly scheduled office times, or
- by appointment.

**Note:** Without prior agreement, e-mail is not a substitute, nor is delivery “over the transom”, i.e., left in my mailbox or inserted under my office door.

Failure to adhere to these guidelines may result in an automatic course result of “in progress”. In this situation the student must successfully repeat COSC5395.

**Course Schedule:**
We will proceed using the schedule that follows. In summary, the semester may be divided into three sections:
1. literature search and proposal preparation,
2. investigation and draft report preparation, and
3. final report and defense preparation.

A more detailed schedule follows. For your convenience a checklist of necessary tasks is included immediately after the schedule.
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<th>Wk</th>
<th>Date</th>
<th>Day</th>
<th>Activity</th>
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| 0  | 1-22 | Wednesday | **Part I, Literature Search, Initial Investigation, and Proposal Preparation**  
**Submit:** (to the course instructor)  
• A document skeleton (template), that includes a potential project abstract and the *Background and Rational Section* (as discussed in class and in the Departmental guideline document)  
• A copy of your *Graduate Project Topic Agreement Form* that was filed with the department office |
| 1  | 1-27 | Monday | General Introduction |
|    |      | Wednesday | TD |
|    |      | Wednesday | **Submit:**  
• A 5-10 page (excluding cover sheet, table of contents, etc.) project proposal to the project chairperson, course instructor and the other committee member. |
| 2  | 2-3  | Monday | To Be Determined (TBD) |
|    |      | Wednesday | Receive marked copies from last week |
| 3  | 2-10 | Monday | TD |
|    |      | Wednesday | **Submit:**  
• A 5-10 page (excluding cover sheet, table of contents, etc.) project proposal to the project chairperson, course instructor and the other committee member. |
| 4  | 2-17 | Monday | Oral proposal presentations (15 minute PowerPoint presentation plus 10 minutes for questions)  
**Note:** An attempt will be made by the course instructor to schedule at least two proposal presentations at a meeting, since they are short and the faculty members are invited.  
Oral presentations continue, as needed. |
<p>|    |      | Wednesday | Oral presentations continue, as needed. |
| 5  | 2-24 | Monday | Oral presentations continue, as needed. |
|    |      | Wednesday | Oral presentations continue, as needed. |
| 6  | 3-3  | Monday | Oral presentations continue, as needed. |
|    |      | Wednesday | Oral presentations continue, as needed/. |
|    | 3-11 | | <strong>Spring Break</strong> |
|    |      | | <strong>Part II, Research/Design Completion and Draft Report Preparation</strong> |</p>
<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Monday</th>
<th>Wednesday</th>
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<tbody>
<tr>
<td>7</td>
<td>3-17</td>
<td>Work on project.</td>
<td>Work on project.</td>
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<td></td>
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<td><strong>Last Day to Submit the approved proposal document, signed by the project committee, to the course instructor if you plan to graduate this semester.</strong></td>
<td><strong>A project defense will not be scheduled until a properly approved proposal is filed.</strong></td>
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<tr>
<td>8</td>
<td>3-24</td>
<td>Work on project.</td>
<td>Work on project.</td>
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<tr>
<td>9</td>
<td>4-1</td>
<td>Finish project and start work on final report.</td>
<td>Finish project and start work on final report.</td>
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### Part III, Final Report and Defense Preparation

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<th>Week</th>
<th>Date</th>
<th>Monday</th>
<th>Wednesday</th>
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<tr>
<td>10</td>
<td>4-8</td>
<td>Finish final report</td>
<td><strong>Submit: (using the individualized defense schedule)</strong></td>
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<td>• The completed project report to your chairperson at least two weeks prior to your defense date</td>
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<td>• The completed project final report to the other committee members at least one week prior to your defense date.</td>
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<td>11</td>
<td>4-15</td>
<td>Start oral defense presentations of projects. (30 minute PowerPoint presentation plus 15 minutes for questions)</td>
<td>Oral presentation of projects continue</td>
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<td>12</td>
<td>4-22</td>
<td>Oral presentations of projects continue</td>
<td>Oral presentations of projects continue</td>
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<tr>
<td>13</td>
<td>4-29</td>
<td>Oral presentations of projects continue</td>
<td>Oral presentations of projects continue</td>
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<tr>
<td>14</td>
<td>5-6</td>
<td>Oral presentations of projects continue</td>
<td>Oral presentations of projects continue</td>
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Checklist of course activities:

1. Submit partial proposal to cosc5395 course instructor
2. Submit completed proposal to committee members prior to your proposal presentation.
3. Schedule proposal presentation in conjunction with the cosc5395 course instructor. (at least 2 / meeting)
4. Give proposal presentation
5. Get proposal document approved by your project committee.
6. Give approved proposal document to cosc5395 course instructor
7. Schedule defense presentation in conjunction with the project committee members. (at most 2 / meeting)
8. Give final report to chairperson at least 2 weeks prior to defense date.
9. Give final report to entire committee at least 1 week prior to defense date.
10. Give defense presentation.
11. Make document changes and get them approved, as required.
12. Deliver bound copy to Computer Science Department office.
13. Give copies to committee members, as required

Some Notes Concerning Various University and College Procedures:

- Course Withdrawal:
The student is responsible for the paperwork associated with registration in this course. In the unlikely event that you decide to withdraw from this (or any) course you must submit the required documents prior to any University deadline date(s).

You should initiate the course withdrawal process by going to the Student Services Center and filling out a course drop form. Please be certain that you properly submit this paperwork. Should my signature be required you may obtain it either at a class meeting, during my regularly scheduled office hours, or by appointment. Failure to properly complete this course withdrawal procedure will result in your receiving a course grade based on the work you have actually completed.
• **Academic Integrity/Plagiarism.**
University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to disciplinary action includes all forms of cheating, such as illicit possession of examination materials, falsification of records, forgery, and plagiarism. (Plagiarism being the presentation of the work of another as one’s own work.)

• **Accommodations for Students with Disabilities:**
Texas A&M University-Corpus Christi complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. If you suspect that you may have a disability (physical impairment, learning disability, psychiatric disability, etc.), please contact the Services for Students with Disabilities Office, located in Driftwood 101, at 825-5816. If you need disability accommodations in this class, please see me as soon as possible.

• **Appeals of Course Grades:**
A student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is on the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details on the process, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, consult Texas A&M University-Corpus Christi University Procedure 13.02.99.C2.01 *Student Grade Appeal Procedures* (http://www.tamucc.edu/provost/university_rules/index.html), and the College of Science and Engineering Grade Appeals webpage (http://sci.tamucc.edu/students/GradeAppeal.html). For assistance and/or guidance in the grade appeal process, students may contact the chair or director of the appropriate department or school or the College of Science and Engineering Dean’s Office.