Graduate Project and Technical Report COSC 5395  
School of Engineering and Computing Sciences  
Spring 2015

A. COURSE INFORMATION

Course number/section: COSC 5395/2  
Class meeting time: TR 3:30 – 5:20 p.m.  
Class location: IH 156  
Course Website: TBA

B. INSTRUCTOR INFORMATION

Instructor: Dr. Dulal Kar  
Office location: CI 321  
Office hours: TBA  
Telephone: 361-825-5878  
e-mail: dulal.kar@tamucc.edu  
Appointments: Required for meetings beyond office hours

C. 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.

PREREQUISITES AND COREQUISITES

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.

Corequisites
None.

REQUIRED TEXTBOOK(S), READINGS AND SUPPLIES

Required Textbook(s)
None. However, a student will be supplied with a copy of the following material:
• Master of Science in Computer Science Graduate Project Proposal and Technical Report Guidelines, Department of Computing Sciences, Texas A&M University-Corpus Christi.

Optional Textbook(s) or Other References
D. STUDENT LEARNING OUTCOMES AND ASSESSMENT

Assessment is a process used by instructors to help improve learning. Assessment is essential for effective learning because it provides feedback to both students and instructors. A critical step in this process is making clear the course’s student learning outcomes that describe what students are expected to learn to be successful in the course. The student learning outcomes for this course are listed below. By collecting data and sharing it with students on how well they are accomplishing these learning outcomes students can more efficiently and effectively focus their learning efforts. This information can also help instructors identify challenging areas for students and adjust their teaching approach to facilitate learning.

By the end of this course, students should be able to:

1. 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.

2. 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

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

E. INSTRUCTIONAL METHODS AND ACTIVITIES

At the beginning of the semester and also intermittently, the course instructor will offer some lecture sessions to the class on technical writing, and later on, the instructor will engage and guide the students in various activities that will eventually lead to development of a project report. The following summarizes the course activities:
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

F. MAJOR COURSE REQUIREMENTS AND GRADING

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 Sconce 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). There will be 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.

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 beginning 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.

G. COURSE CONTENT/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

A more detailed schedule follows.

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<thead>
<tr>
<th>Wk</th>
<th>Date</th>
<th>Day</th>
<th>Activity</th>
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<td>Part I: Literature Search, Initial Investigation, and Proposal Preparation</td>
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<td>0</td>
<td>1-22</td>
<td>Thursday</td>
<td>General Introduction</td>
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<td>1</td>
<td>1-27</td>
<td>Tuesday</td>
<td>TBD</td>
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<td>Thursday</td>
<td>Submit: (to the course instructor)</td>
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<td>• 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)</td>
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<td>Date</td>
<td>Days</td>
<td>Activity</td>
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<td>2-3</td>
<td>Tuesday</td>
<td>A copy of your Graduate Project Topic Agreement Form that was filed with the department office</td>
<td>To Be Determined (TBD)</td>
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<td>Thursday</td>
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<td>Receive marked copies from last week</td>
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<td>2-10</td>
<td>Tuesday</td>
<td>TBD</td>
<td>Submit:</td>
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<td>Thursday</td>
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<td>• A 5-10 page (excluding cover sheet, table of contents, etc.) project proposal to the project chairperson, course instructor and the other committee member.</td>
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<td>2-17</td>
<td>Tuesday</td>
<td>Oral presentation presentations (10 minute PowerPoint presentation plus 10 minutes for questions)</td>
<td>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.</td>
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<td>Thursday</td>
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<td>Oral presentations continue, as needed.</td>
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<td>2-24</td>
<td>Tuesday</td>
<td>Oral presentations continue, as needed.</td>
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<td>Thursday</td>
<td>Oral presentations continue, as needed.</td>
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<td>3-3</td>
<td>Tuesday</td>
<td>Oral presentations continue, as needed.</td>
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<td>Thursday</td>
<td>Oral presentations continue, as needed.</td>
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<td>3-10</td>
<td>Tuesday</td>
<td>Work on project.</td>
<td>Last Day to Submit the approved proposal document, signed by the project committee, to the course instructor if you plan to graduate this semester.</td>
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<td></td>
<td>Thursday</td>
<td>Work on project.</td>
<td>A project defense will not be scheduled until a properly approved proposal is filed.</td>
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<td>3-16</td>
<td>Tuesday</td>
<td>Spring Break</td>
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<td>3-24</td>
<td>Tuesday</td>
<td>Work on project.</td>
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<td>Thursday</td>
<td>Work on project.</td>
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<td>Tuesday</td>
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<td>9</td>
<td>3-31</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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<td><strong>Part III: Final Report and Defense Preparation</strong></td>
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<td>10</td>
<td>4-7</td>
<td>Tuesday</td>
<td>Finish final report</td>
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<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>4-14</td>
<td>Tuesday</td>
<td>Start oral defense presentations of projects. 20 minute PowerPoint presentation plus 10 minutes for questions)</td>
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<td>Oral presentation of projects continue</td>
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<td>12</td>
<td>4-21</td>
<td>Tuesday</td>
<td>Oral presentations of projects continue</td>
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<td>Oral presentations of projects continue</td>
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<td>13</td>
<td>4-28</td>
<td>Tuesday</td>
<td>Oral presentations of projects continue</td>
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<td>Oral presentations of projects continue</td>
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<td>14</td>
<td>5-5</td>
<td>Tuesday</td>
<td>Oral presentations of projects continue</td>
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<td>15</td>
<td>TBD</td>
<td>TBD</td>
<td>Final Examination time (see University schedule): Last group of oral presentations of project if needed.</td>
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**Submit:**
- The final, bound copy of the project report (with any required changes approved by the committee chairperson) to the Departmental Office no later than the close of business on the day of the COSC5395 final examination. This submission must include an electronic copy of all required items.

Note: Changes in this course schedule may be necessary and will be announced to the class by the Instructor. The assignments and exams shown are directly related to the Student Learning Outcomes described in Section F.
H. COURSE POLICIES

Attendance/Tardiness
You must attend all classes. You are responsible for any materials covered or handed out or announcements made in your absence. Records of your attendance will be maintained and reported to the university. Students found missing classes without the instructor's permission will be automatically withdrawn from the course. Students are responsible for all materials covered in class and assigned. Should a student be absent from class, it is his/her responsibility to get the notes, etc. for that missed class. More important, should there be assignments, it is the student’s responsibility to obtain such assignments. No excuse will be accepted for assignments not turned in because the student was absent when it was due.

Late Work
All the assignments are due at the beginning of the class on the due date. If the student is absent on the assignment due date, it is the student's responsibility to make sure that the assignment is submitted on the designated date. An assignment that is turned in after the class on the due date is considered one day late. There is a penalty for late submissions. In the event, if you cannot attend the class to take the exam due to some emergency or some unavoidable situation (such as serious illness, death in the family, participation in university sports, religious observations, and so on) you must notify me as soon as possible before the exam and also you must validate your absence by providing me a document (e.g., with a letter from your doctor).

Extra Credit
None.

Cell Phone Use
Set your cell phone/electronic device in silent mode when you are in class.

Laptop Use
You can use your laptop for any activities related to the course.

Food in Class
Not allowed.

Missed Exam
You may need to reschedule your project defense/oral exam.

Participation
You are encouraged to ask questions related to the course that can help you and others attending the class. It is important that you participate in project presentations made by other fellow students in the class.

Others
None.

I. COLLEGE AND UNIVERSITY POLICIES

- **Academic Integrity (University)**
  It is expected that university students will demonstrate a high level of maturity, self-direction, and ability to manage their own affairs. Students are viewed as individuals who possess the qualities of worth, dignity, and the capacity for self-direction in personal behavior.
  See Full University Policy at [link](http://catalog.tamucc.edu/content.php?catoid=10&navoid=313#Academic_Integrity)

- **Classroom/Professional Behavior**
  Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in article VII of the Student Code of Conduct. Students engaging in unacceptable behavior may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.

- **Deadline for Dropping a Course with a Grade of W (University)**
  The grade of W will be assigned to any student officially dropping a course by Friday, April 10, 2015. No student is eligible to receive a W without completing the official drop process by this deadline. Visit the Office of the University Registrar for the Course Drop Form that must be submitted. After April 10, 2015 a student will not be allowed to drop a course.

- **Grade Appeals (College of Science and Engineering)**
  As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, 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 upon 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, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules website at [link](http://www.tamu.cc/provost/university_rules/index.html), and the College of Science and Engineering Grade Appeals webpage at [link](http://sci.tamu.cc/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, the Office of the College of Science and Engineering Dean, or the
Office of the Provost.

- **Disability Services**
  Disability Services (DS) is the hub for coordinating services and accommodations to ensure accessibility and utilization of all programs for all Texas A&M University-Corpus Christi students with disabilities. Our services are designed to meet the unique educational needs of enrolled students with documented permanent or temporary disabilities. DS provides intake and consultation services to students seeking to register with our office. DS reviews an individual’s documentation of disability and assesses eligibility for services and the determination of reasonable accommodations. For more information visit the Disability Services Office at 116 Corpus Christi Hall or go to [http://disabilityservices.tamucc.edu/](http://disabilityservices.tamucc.edu/)

- **Statement of Civility**
  Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high quality educational experience that is free from repression. You are responsible for following the rules of the University, city, state and federal government. We expect that you will behave in a manner that is dignified, respectful and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

J. **OTHER INFORMATION**

In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

**GENERAL DISCLAIMER**

I reserve the right to modify the information, schedule, assignments, deadlines, and course policies in this syllabus if and when necessary. I will announce such changes in a timely manner during regularly scheduled lecture periods.