

From: Winnie Chua
Sent: Wednesday, 10 March 2021 3:47 PM
Cc: Tan Keng Yan, Colin; Hari Krishna Garg
Subject: RE: CG4001 FYP <January Batch> - Continual Assessment (CA)

This email is meant for CEG student(s) who started CG4001 in Sem 2, AY20/21.

Dear CEG Student

Your FYP CA report is due in a month's time, on 7 Apr (Wed). There isn't a stipulated format for the CA report per se. If you are unsure, please check with your supervisor directly.

1. You can now view your assigned 'Main Evaluator' by logging on to Project Administration System (mySoC <https://mysoc.nus.edu.sg/~projadm/>), and lookup via 'FYP Proposals (**Presentation Sem**)', click on '**2021/2022 Sem 1**'.

[To email a CS acad staff, add '@comp.nus.edu.sg' after their (unix) ID. For ECE acad staff, add '@nus.edu.sg' after their NUSNET/elexxx ID.]

2. Please note the important dates for Continual Assessment (CA),

- CA report submission by 5pm, 7 Apr 2021
- CA presentation between 19 – 23 Apr 2021

AND refer to the [Guidelines for CA Presentation](#):

- i. It could be an informal presentation held in the staff office (supervisor or main evaluator), or in discussion/meeting rooms. If the latter is necessary, for FoE venues, please drop by Technical Services within Engineering IT Unit @ E1-04-01, while for SoC venues, the respective CS supervisors could help to book. **[Due to the ongoing COVID19 situation, suggest to conduct the CA presentations virtually via [Zoom web conferencing](#) or [Microsoft Teams](#). It is the student's responsibility to host and share the link to your video conferencing with your respective Supervisor and Main Evaluator.]**
- ii. Based on the report submitted by students, the supervisors and main evaluators can have informal discussion about the student's understanding of the project, progress, what he would be doing in the next semester, and expected outcome at the end of the project.
- iii. Students may use their laptop to show a few slides.
- iv. Students are allowed to do separate presentations, provided both supervisor and main evaluator are agreeable with the arrangement.

As noted earlier, please submit your CA report directly to your Supervisor and Main Evaluator on time. You are also required to make the necessary arrangements to e-meet and report your progress to both the Supervisor and the Main Evaluator during the reading week.

Regards
Winnie

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From: Winnie Chua
Sent: Friday, 26 February 2021 2:02 PM
Cc: Tan Keng Yan, Colin; Hari Krishna Garg
Subject: CG4001 FYP <January Batch> - Continual Assessment (CA)

This email is meant for CEG student(s) who started CG4001 in Semester 2, AY20/21.

Dear CEG Student

As part of the FYP requirements for Continual Assessment (CA) in Week 12, students have to submit an interim project report which is to be evaluated by their respective supervisors and main evaluators. The report will account for 30% of the final grade.

For this semester, the deadline for you to submit your CA report will be by 5pm on 7 Apr 2021 (Wed). Please take note and submit your report directly to your supervisor and main evaluator on time. You are also required to make the necessary arrangements to meet up with both the supervisor and the main evaluator during Reading Week (19 – 23 Apr 2021), so that you could report on your progress to them. More information of your assigned main evaluator will be provided in due course.

Please refer to [FYP Assessment page](#) for more information.

Regards
Winnie

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From: Winnie Chua
Sent: Wednesday, 13 January 2021 4:45 PM
Cc: Tan Keng Yan, Colin; Hari Krishna Garg
Subject: CG4001 FYP - Sem 2, AY20/21 <January Batch>

This email is meant for CEG student(s) starting CG4001 in Semester 2, AY20/21.

Dear CEG Student

You should have reported to your FYP supervisor(s). If you still haven't, please do so ASAP, latest by this Friday (15 Jan).

1. To help develop student's research capabilities and improve the quality of his/her FYP research, NUS Libraries created an online module in LumiNUS last semester. The module code and title is LIB_ENG_FYP_001 Sharpen Your Research Skills For Engineering FYP and your seniors (who started FYP last semester in Aug 2020) were urged to refer/self-enrol via <https://bit.ly/libengfyp001>.

If you are keen, please contact Ms Patsy Chia (Engineering Librarian, NUS Libraries) at patsychia@nus.edu.sg to indicate your interest. Do let her know that you are starting your FYP this semester/January 2021.

2. Continual Assessment (CA) - Your FYP will be continually assessed throughout the academic year and the (first) report for CA is due by 7 Apr 2021. For more information on other important dates and the assessment criteria, please refer to [FYP Assessment page](#).

3. Submission of [Project Update Form](#) - Where applicable, students are required to submit the project update form by Friday, Week 3 of the first semester of your FYP. For students who are starting CG4001 this semester, please submit by 5pm, 29 Jan.

- a) It is imperative for your project details (e.g. project title, keywords, nature) to be updated so as to facilitate the assignment of the 'Main Evaluator'.
- b) If your project is still titled as "Open-ended project", it is compulsory that your project details be updated, either through your supervisor (PS: preferred), or by submitting the form to me, by the same deadline.

PS: If not applicable (i.e. there's no change, no update), no submission is required.

4. If you missed CEG4 & FYP e-briefing last semester, refer to [CEG Final Year Students' page](#) for the presentation slides.

5. Where applicable, please note the withdrawal policy for CG4001 (over two semesters):

FYP for CEG AY17 intake (& after)	Withdrawal request submitted ...					
	Before/by Friday of Week 13 (in the 1st sem)		After Friday of week 13 (in the 1st sem) AND before F grade takes effect in the 2nd sem (i.e. Monday of Week 7)		After F grade has taken effect (in the 2nd sem)	
Specific date(s)*	16 Apr 2021		17 Apr 2021 – 26 Sep 2021		27 Sep 2021	
Grade	Grade in 1st sem	Grade in 2nd sem	Grade in 1st sem	Grade in 2nd sem	Grade in 1st sem	Grade in 2nd sem
	W	N.A.	IP	W	IP	F

*Above dates supersede [the withdrawal policy for regular modules \(that run for 13 weeks\)](#).

You will not be able to drop "CG4001" yourself via ModReg. As such, If ever you intend to drop/withdraw from CG4001, please obtain your supervisor's approval and let me know.

We wish you every success in your FYP!

Regards

Winnie

on behalf of Dr Colin Tan and A/Prof Hari, CEG FYP coordinators

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