

From: Winnie Chua
Sent: Wednesday, 30 October 2024 2:28 pm
Cc: Boyd Anderson; Hari Krishna Garg
Subject: RE: CG4001 <August Batch> - Continual Assessment (CA)

This email is meant for CEG students who started CG4001 in Sem 1, AY24/25.

Dear CEG4 Students

Your FYP CA report is due next week, on 6 Nov (Wed). There isn't a stipulated format for the CA report per se. If you are unsure, do 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 '**2024/2025 Sem 2**'.

[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 ID.]

2. Please note the important dates for Continual Assessment (CA),
- CA report submission by 5pm, 6 Nov 2024
- CA presentation between 18 – 22 Nov 2024

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 CDE venues, please drop by Technical Services @ E1-04-01, while for SoC venues, the respective CS supervisors could help to book. Alternatively, if student wants to conduct CA presentation virtually via Zoom or Teams, it is the student's responsibility to host and share the (video conferencing) link with his/her respective Supervisor(s) 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 s/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 meet and report your progress to both the Supervisor and the Main Evaluator during the reading week.

Regards
Winnie

Important: This email is confidential and may be privileged. If you are not the intended recipient, please delete it and notify us immediately; you should not copy or use it for any purpose, nor disclose its contents to any other person. Thank you.

From: Winnie Chua
Sent: Wednesday, 18 September 2024 10:00 am
Cc: Boyd Anderson; Hari Krishna Garg
Subject: CG4001 <August Batch> - Continual Assessment (CA)

This email is meant for CEG students who started CG4001 in August 2024.

Dear CEG4 students

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 6 Nov 2024 (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 (18 – 20 Nov 2024), 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

From: Winnie Chua
Sent: Wednesday, August 14, 2024 12:39 PM
Cc: Boyd Anderson; Hari Krishna Garg
Subject: CG4001 BEng Dissertation - Sem 1, AY24/25 <August Batch>

This email is meant for CEG students starting CG4001 in Sem 1, AY24/25.

Dear CEG4 Students

You should have reported to your FYP supervisor(s). If you still haven't, please do so ASAP by this week (16 Aug).

1. Information literacy – In case you still haven't, do enroll yourself for [LIBCDE001 Information Literacy for Learning and Research](#) via Canvas.
 2. If you did not attend CEG4 briefing last Thurs, please minimally review [the slides on CG4001 matters](#).
 3. Continual Assessment (CA) - Your FYP will be continually assessed throughout the academic year and the (first) report for CA is due by **6 Nov 2024**. For more information on other important dates and the assessment criteria, please refer to [FYP Assessment page](#).
 4. Submission of [Project Update Form](#) - Where applicable, students are required to submit the project update form by Week 3 of the first semester of your FYP. For students starting CG4001 this semester, please submit by 5pm, 30 Aug.
 - 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 preferably by your supervisor, 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.
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)*	15 Nov 2024		16 Nov 2024 – 2 Mar 2025		3 Mar 2025	
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 courses \(that run for 13 weeks\)](#).

You will not be able to drop “CG4001” yourself via CourseReg. As such, If ever you intend to 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 CEG FYP coordinators