

**NOTICE**

TO : ***ODL*** 4TH YEAR STUDENTS (BICT, BIT, BCS)

FROM : Head of Department-Extension studies

DATE : 18th August, 2024

**SUBJECT : FINAL YEAR PROJECTS**

From the Project Coordinator.

**HERE ARE THE MILESSTONES**

1. April residential-proposal writing and presentation (spiral bound proposal submitted after a power point presentation). Please note that this proposal must have corrections as guided by the panel during proposal presentaion.

2. August residential

Writing of Report/thesis (Chapter 1,2 and 3) Acquiring materials (Components, modules etc)

Interface designs and frameworks done.

If the project does not need external components, then development /prototype must be done and preliminary tests done to ensure the objectives are met.

(Note that this progress must be demonstrable not theoretical and must be confirmed by the supervisor.)

N.B: ensure you fill in the form each moment you meet your supervisor

3. October:

a)Project coding/programming must be complete and final tests done to ensure the project is in sync with objectives.

Note that this will be done through your supervisor.

b)Report: A five chaptered report /thesis completed as guided strictly following the template shared. This must be spiral bound and submitted to supervisor before you come for exams -for marking and evaluation by supervisor.

c)Final defense is the exam for projects

The panel will evaluate your work and suggest amendments to your work. This must then be added to your report. Once the supervisor is satisfied that you have made the necessary changes he will then give a go ahead to go and print the book at mission press as your final document that you leave as proof of having done the work.

Note that your results will not be published if no book is submitted. Please ensure it is done as explained.

Milestones for our ODL students

J Koloko