

Kingdom of Saudi Arabia  
Ministry of Higher Education  
Majmaah University  
College Of Science  
Department of CSI



المملكة العربية السعودية  
وزارة التعليم العالي  
جامعة المجمعة  
كلية العلوم  
قسم علوم الحاسب والمعلومات

# Graduation Project Guide

Program  
Computer Science and  
Information  
Collage of Science in Zolfi  
2014

Prepared By:

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Chairman of the Committee graduation projects

**Introduction**

In accordance with the emphasized policy of Excellence, the University is seeking for optimum development in undergraduate course plans that meet the objectives of the College , and to provide grade of education based on scientific principals in all scientific fields that convoy with the rush in all modern fields and fulfill locally and globally, the demands of labor market.

Highly qualified graduates is the goal of the university that achieved by the commitments of high standard in education and researches.

The graduation project guide contains the principles of building outstanding research/graduate report and is aimed to enlighten the path for the graduate students to step up with the respective goal.

This guide is the result of efforts accumulated over the year of experience by the department colleagues and the committee of graduation project.

The guide is suitable for the diverse of the department students and programs in the college, and is building referentially according to many local and global universities.

The hope is to offer a helpful reference for both the senior student whatever their specialist are, and the project discussion committee as a unified assessment guide.

### **Brief overview of the graduation project and most desired goals:**

Graduation Project is an independent task to be carried out by each student individually and accomplished according to a specific timetable duration. Regarding for physics and mathematics departments, students should accomplish the project within one semester, while the students studying in the Department of Computer science and Information should accomplish it in full academic year.

Graduation project is a solo act that should be accomplished by a group of students based on one major department topic and be supervised by one of the department members.

A printed version of the project report beside the allotted project materials work should be submitted to the department prior to the date of discussion.

The department assign a committee from its members with the project supervisor to evaluate and discuss the project in a pre-stated date before the final year exam.

The student is given wide area of freedom so that he is greatly contributes in determining the content of the project, the choice of the topic he will focus on, and to select and address the content with the aid of the supervising professor. the student gather information from different resources and build his own decision. The project is completely different from ordinary courses, the courses project is broadly owned by the student, which aims to develop the intellectual abilities and scientific thinking.

On the other hand, the completion of the project requires a greater degree of autonomy granted to the student upon his self-reliance on research, investigation and collection of information from thoroughbred different references, that skill is required to achieve independence in searching and collecting information along with organizational skills required to offer sequencing and casting ideas.

Establishing neat project has significant impact on the character of the student, who acquired through self-confidence and self-reliance in the access to information while enhancing the ability to research and give him a way to show the potential mental and intellectual capabilities, and as a result it gives him the opportunity to express himself and prove his views.

The project also stimulate the student to show his self-esteem through the application embodied in scientific research over the acquired theoretical knowledge, conducted result represent how the core disciplines of the college act over the study.

### **Objectives of the project**

After completing the project, the student is supposed to acquired the necessary skills in the following: -

- ✓ Be able to work independently.
- ✓ Be able to attend and offers his professional standards appropriately.
- ✓ Bo be able to communicate with the specialized audience skillfully.
- ✓ Be able to develop his intellectual abilities in scientific research.

### **Methods of teaching and learning**

- ✓ Research is accomplished by the student so it should be a major effort and readiness commensurate with the requirements of the credit hours for the project.
- ✓ The professors held a formal seminars for students who have signed up research / project to guide them and provide them with advice and guidance on the scientific origins of scientific research.
- ✓ Project is completed by the student under the guidance of a faculty members in the specialty and under his supervision , and through periodic scheduled with the supervisor.

Supervisor provides the student with the scientific advice and guidance , as well as some scientific references if necessary to prevent the student from falling into the

curriculum or subject errors or related to both of them or give bad interpretation to the conclusion and thoroughly review the results.

### **Project registration requirements**

In order the student to accomplish his project registration he should do the following : -

- ✓ Completion of the project by the student himself as each student shall be solely responsible.  
Rerecording project with the Department of Admission When completed the pre-requested ( 105 )credit hours.
- ✓ Choose of his project from the supervisor's adopted projects list.
- ✓ Student should register his project title at the project committee within the allotted registration period of the first two weeks started by the beginning of the semester.
- ✓ Chose a project that can be accomplished within the allotted project execution period, and avoid choosing pre-forged titles.
- ✓ Taking into consideration that the project is one semester period project.
- ✓ The college own the right to extend the period of completion of the project to one semester according some circumstances .

### **The final shape of the project**

**First, the final form of the project is supposed to be formed as:-**

- ✓ A printed version of the report, (attached within, the project program code on(CD)
- ✓ Number of pages neither exceed seventy pages nor being less than twenty pages .
- ✓ The report should be well organized in simple binding form.
- ✓ The first page should be titled as: university name and logo, college name, project title, student's name and number, supervisor's name, and the academic year in a sequenced order .

- ✓ Two copies of the project in its final form is admitted to the department in order to set the date of the discussion.

**Second, the requirements of the final project format: -**

- ✓ Arrange project address, the chapters title and sections, in the center of the page in bold.
- ✓ Write headlines in bold size 16.
- ✓ Coordinate all project pages, with a margin of 2 cm from top, bottom and left of the page and a margin of 3 cm from the right of the page.
- ✓ Set the paragraph spacing as Double spaced line.
- ✓ Set the footers font size to 12.
  
- ✓ references and bibliographies are formatted as what is customary in the scientific research and theses.

**Third, the project report consists of the following components: -**

- ✓ cover page.
- ✓ Summary.
- ✓ Index contents.
- ✓ Introduction.
- ✓ Content
- ✓ Conclusion.
- ✓ A list of authors alphabetic arranged references.

**The report summary of the project should not exceed 200 words (summary in Arabic + English summary) includes the following: -**

- ✓ Objectives of the project.
- ✓ Method adopted by the researcher.

- ✓ Results and recommendations attained by the researcher.

## **View and evaluating the project**

**Project is evaluated according to the following steps: -**

- ✓ The project evaluation process is accomplished by a committee includes the project supervisor and established according to the department polices.
- ✓ The final version of the project report and project CD should be timely delivered and the evaluation process started from the project receiving date.
- ✓ Faculty and students are allowed to attend the project discussion.
- ✓ Students use the faculty facilities to present their project.

## **Project roles**

**Project is evaluated in public discussion to highlight the value of the objective of the project and instill confidence in the student and also train him to speak in public. The important standards are taken into consideration in the process of evaluation as:-**

- ✓ Degree of importance of the addressed problem.
- ✓ The validation of the proposed solutions.
- ✓ The impact of the results .
- ✓ The significance of recommendations regarding problem conceptualization.
- ✓ Ensuring the use of authentic references and follow scientific methods in the search.
- ✓ Granting the integrity of research hypotheses and the reasonable conclusions.
- ✓ To verify that the research aspects and objectives are completely covered.
- ✓ To ensure the professional context formulation and expression and the integrity of approached results .
- ✓ The concern of Scientific integrity and copyrights
- ✓ To prove his linguistic capabilities in the formulation of the results and conclusions.

### **Project work Regulations**

- ✓ Each student can choose one topic related to his specialization and address a theoretical or practical scientific problem. To facilitate this task, the supervisor addresses a list of proposed research to the students to help them select the subject of interest. The listed projects have to be suitable in subject and research conducted period .
- ✓ The department assigns a supervisor to each student to guide him throughout the project period and after the agreement on the subject.
- ✓ Students are obligated to abide the originality of research and the scientific authentication of references and bibliographies when writing the project thesis.
- ✓ The student adopts two copies of the project to the college to set a date of the assessment.
- ✓ the supervisor delivers the evaluation report of approval to the college directly after completion of the evaluation.

### **In the case of failure to meet the project's regulations, the student should do the following: -**

- Necessity of obeying the evaluation committee notes.
- Delivers research/project in its final form within a period not exceeding fifteen days from the date of the discussion.



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# الملحق

## Checklist for Student Oral Presentation

This checklist is meant to guide you in preparation for a successful oral presentation of your graduation project:

- Introduce yourself to panel members
- State the topics of project you did.
- Describe, in detail, the procedures you followed in completing your project.
- Explain what you learned while completing your project.
- Describe how your project has impacted your personal growth.

Conclude your presentation by asking the panel members for questions

## **The Oral Presentation will be Judged on The Basis of The Following**

### **Categories**

- a. Content, which includes
  - 1.) 30 minute minimum presentation
  - 2.) Supporting information

- 3.) Conclusions
  - 4.) Importance, value, or impact of the project
  - 5.) Sources of information
  - 6.) Vocabulary relevant to the topic
- b. Effective speaking, which includes
- 1.) Presenting one's self with poise
  - 2.) Maintains consistent eye contact with the review panel
  - 3.) Enunciates clearly
  - 4.) Varies tone, volume, and speed to enhance presentation
  - 5.) Speaks alone, without the aid of an interpreter
- c. Organization
- 1.) Is appropriate to the study
  - 2.) Use of an engaging beginning and thought fending
  - 3.) Supports a clear thesis or idea
  - 4.) Flows smoothly from one idea to the next
- d. Visual Media
- 1.) Effective use of graphic design
  - 2.) Communicates significant information
  - 3.) Clearly, accurately, and precisely communicates Information
  - 4.) Photos should be mounted on poster board, Organized in an album, or placed in a computer/slide presentation
- e. Response to questions
- 1.) Effectively responds to all questions from the panel
  - 2.) Uses questions from the panel to illustrate the

### **English cover page**

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College of Science in Al-Zulfi

## **Title of the Gradation Research Project**

BY

**Student full name**

Graduation project

Submitted in partial fulfilment of the requirements  
for the award of Bachelor degree of the Majmaah University

Supervisor: .....

College of science in Al-Zulfi  
Department of **Computer Science & Information**

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## Arabic Cover Page

  
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كلية العلوم بالزلفى

## عنوان مشروع التخرج

أعداد

اسم الطالب بالكامل

مشروع تخرج

مقدم للحصول على درجة البكالوريوس في العلوم-جامعة المجمعة

تحت اشراف

اسم المشرف ودرجته العلمية

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# النماذج

GRADUATION PROJECT PROPOSAL

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Student Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_ Grade: \_\_\_\_\_ Email: \_\_\_\_\_

Project: \_\_\_\_\_

Brief Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Project goal:** (Why did you choose this particular project? What do you plan to learn from this experience?)

\_\_\_\_\_

\_\_\_\_\_

**Plans to achieve this goal – Timeline:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Client or sponsor:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Project coordinator signature:** \_\_\_\_\_

**For project committee:**

Approved with conditions

Rejected

Approved

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Committee Chair Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Project Activity Log**





	اسم الطالب الأول:
	اسم الطالب الثاني:
	اسم الطالب الثالث:

Title:	عنوان المشروع:
Place:	مكان التنفيذ:

العلامة الفعلية	العلامة	المعيار
	10	حسن تنفيذ المشروع / الالتزام بالمواعيد ودقة التقارير
	10	نتائج المشروع من الناحية العلمية والعملية ومدى اكتمال تنفيذه
	10	طريقة توثيق المشروع لغة وتسلسل ومنطق واكتمال وتفصيل المشروع
	10	طريقة الأداء والشرح أثناء جلسة المناقشة
	40	<u>المجموع العام لتقييم المشرف</u>

Address:	العنوان:
Phone:	هاتف:
Email:	البريد الإلكتروني:

التوقيع والختم الرسمي	اسم المشرف

تقرير لجنة المناقشة

<b>عنوان المشروع:</b> .....	
<b>المشرف المباشر:</b> .....	
<b>الرقم الجامعي</b>	<b>منفذو المشروع</b>

العلامة الفعلية	العلامة من	توثيق المشروع
	5	مستوى اللغة المستخدمة في التوثيق
	4	مدى مطابقة التوثيق للمواصفات المطلوبة
	4	مطابقة التوثيق لما نفذ فعلياً على أرض الواقع
	4	شمولية التوثيق لكافة جوانب الموضوع
	5	توفر المخططات والرسوم التوضيحية في التوثيق
	4	توفر المقدمات النظرية للموضوع
	4	توفر المرفقات المطلوبة من برامج وإنجازات ..
		<b>أداء منفذ المشروع</b>
	5	أسلوب العرض أثناء المناقشة
	5	أداء المنفذ أثناء الجلسة
	5	دقة الإجابات على أسئلة اللجنة
	5	حجم الأخطاء في أداء البرنامج
	5	مطابقة العمل المنفذ للمتطلبات
	5	استيعاب المنفذ لما نفذ من عمل
	60	<b>المجموع العام لتقييم اللجنة</b>

التوقيع	اسماء اعضاء اللجنة
	-1
	-2
	-3

**Graduation Project Evaluation**

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## GRADUATION PROJECT

Project Title: .....

Supervisor: .....

## Final Grades

Student name	Evaluation committee (average) 60%	Supervisor 40%	Total 100%

## Signatures

Project's Coordinator

.....

Head of Department

.....

Date: .....