Mechanical Engineering Deptt., I.I.T. Delhi
M.Tech. Major Project (Part II) Mid Term Evaluation
<u>Guidelines for the Students</u>
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February 08, 2006

The deadline for the submission of referabble [error free] reports of Major Project Part-I (mid-term), is scheduled to be **17th February 2006**. Following guidelines must be adhered to by the students as these are planned to help them submit "in-time referrable reports" and make oral presentations of desired quality.

1. Writing of the report is advised to be initiated at the earliest after discussion of the overall plan of the report with the supervisor. Final draft of the report should be submitted to the supervisor[s] much before the deadline of 17th February. Detailed instructions for writing the report are enclosed and must be closely followed.

2. Three copies (Four copies in case of two supervisors) of the report [spiral bound] duly signed by the supervisor[s] must be submitted to the Program Coordinator latest by 17th February 2005.

The report in appropriate formant should contain only the work carried out since the Final presentation of Major Project Part I. In order to be able to refer to the earlier work, submit ONE copy of the final report of Major Projec Part I. As per decision of the DRC the Program Coordinator will not accept any report after 17th February 2006.

3. The students should meet their examiner by appointment between the date of submission and the date of presentation, and have a detailed discussion about the work. If necessary, there could be more than one meeting. All detailed discussion of the work, including demonstration of software / hardware should be done during these meetings, so that the time required by the examiner for questions during presentation is minimized, and yet the evaluation is complete and comprehensive. This pre-viva assessment of the work by the examiner is mandatory.

4. The presentation and viva voce examination of the Major Project Part II (Mid-term) is scheduled for **24th February 2006**. The detailed schedule would be announced in due course by respective programme coordinators..

5. Each student would have 10 minutes for presentation and 5 minutes for questions/answers. The presentation should be prepared in advance and discussed with the supervisor(s) prior to the presentation. The timings would be strictly adhered to, and so, the students are advised to rehearse the presentation to ensure to fit it into the given time.

6. Evaluation of major project part II will be done as follows:
   1. External Examiner[s] assessment :   50
   2. Internal Examiner[s] assessment   200
   2. Evaluation Committee's assessment   100
   3. Supervisor[s] assessment   150
   5. Mid-term Evaluation   150
      (Examiners: 50 + Eval. Cmt.: 50 + Sup(s).: 50)

   Total   **650**