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1. Purpose

This procedure describes how final year project is implemented at MJIIT, UTM.

2. Scope









The procedure is useful for MJIIT students who are undertaking Final Year Project as a partial requirement to be awarded as Bachelor of Mechanical Precision Engineering, or Bachelor of Electronic Systems Engineering, or Bachelor of Chemical Process Engineering Malaysia Japan International Institute of Technology, Universiti Teknologi Malaysia.

3. Prerequisites

This course is offered for students in their fourth year.

4. Final Year Project 1

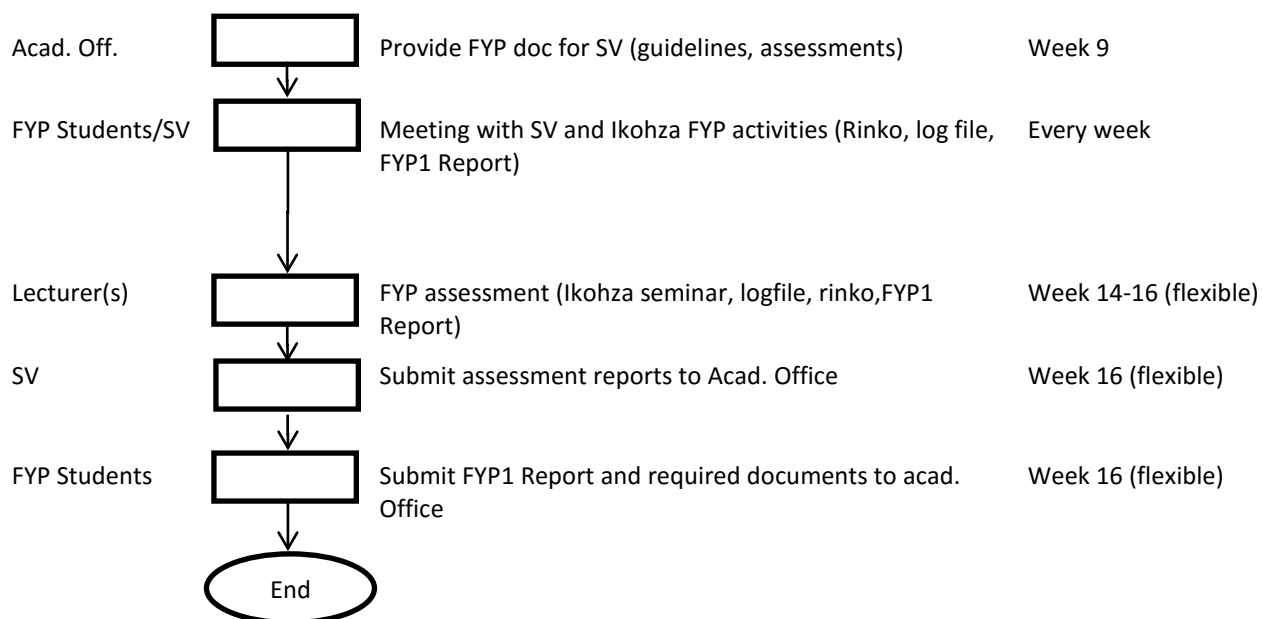
(a) Responsibilities, Procedure and References (FYP1 Flow)

PIC	Work flow	Work process	Record/Timeline
			
Lecturer(s)		Submit proposed FYP title(s)	3 rd year 2 nd semester
Acad. Off.		Announce the FYP title(s) to students	3 rd year 2 nd semester
FYPC		FYP Briefing to students Distribute FYP forms registration	3 rd year 2 nd semester
Students		Fulfill FYP registration form (submit to Acad. Off.)	3 rd year 2 nd semester
Acad. Off.		Announce the list (FYP SV-Students)	Before sem. starts
FYP Students/SV		Meeting (Rinko)	Every week
			

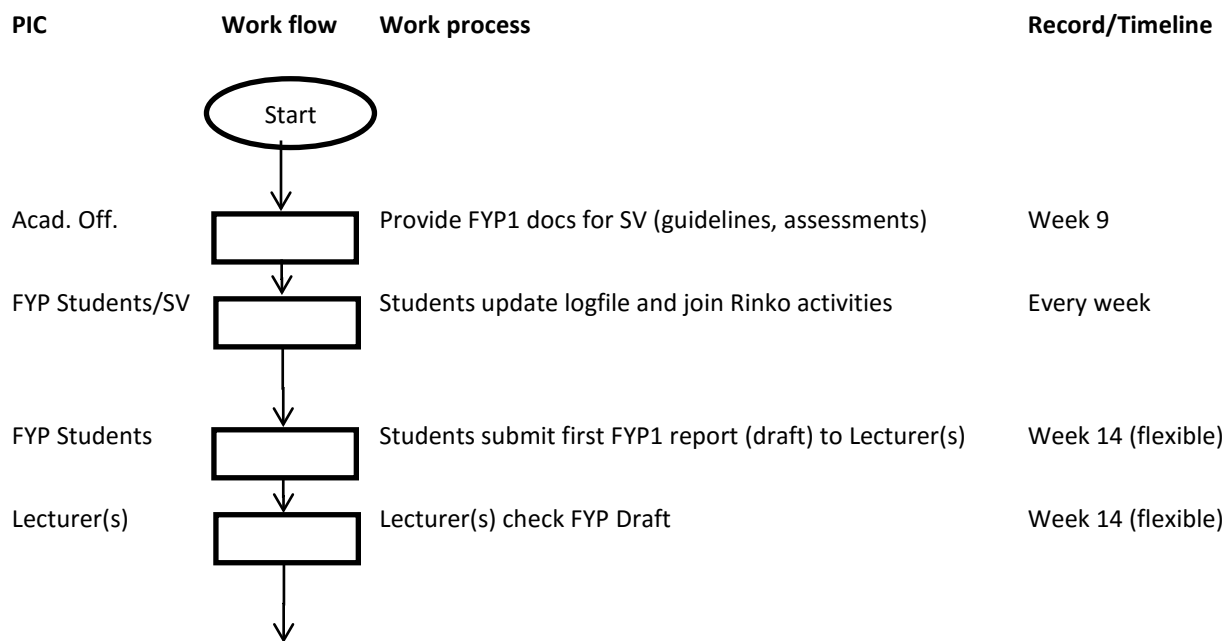


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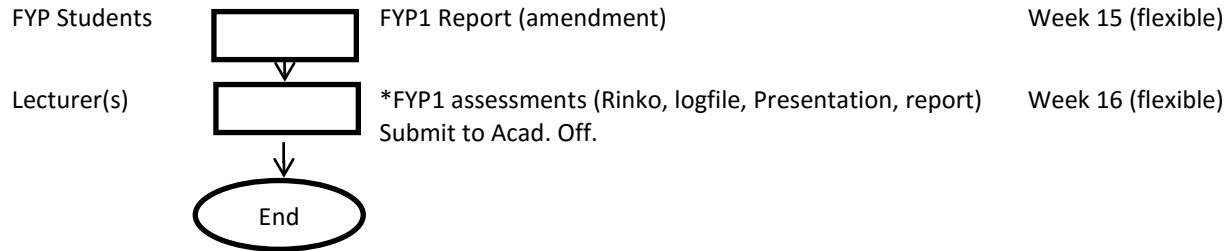
(b) Responsibilities, Procedure and References (*FYP1 Assessments)






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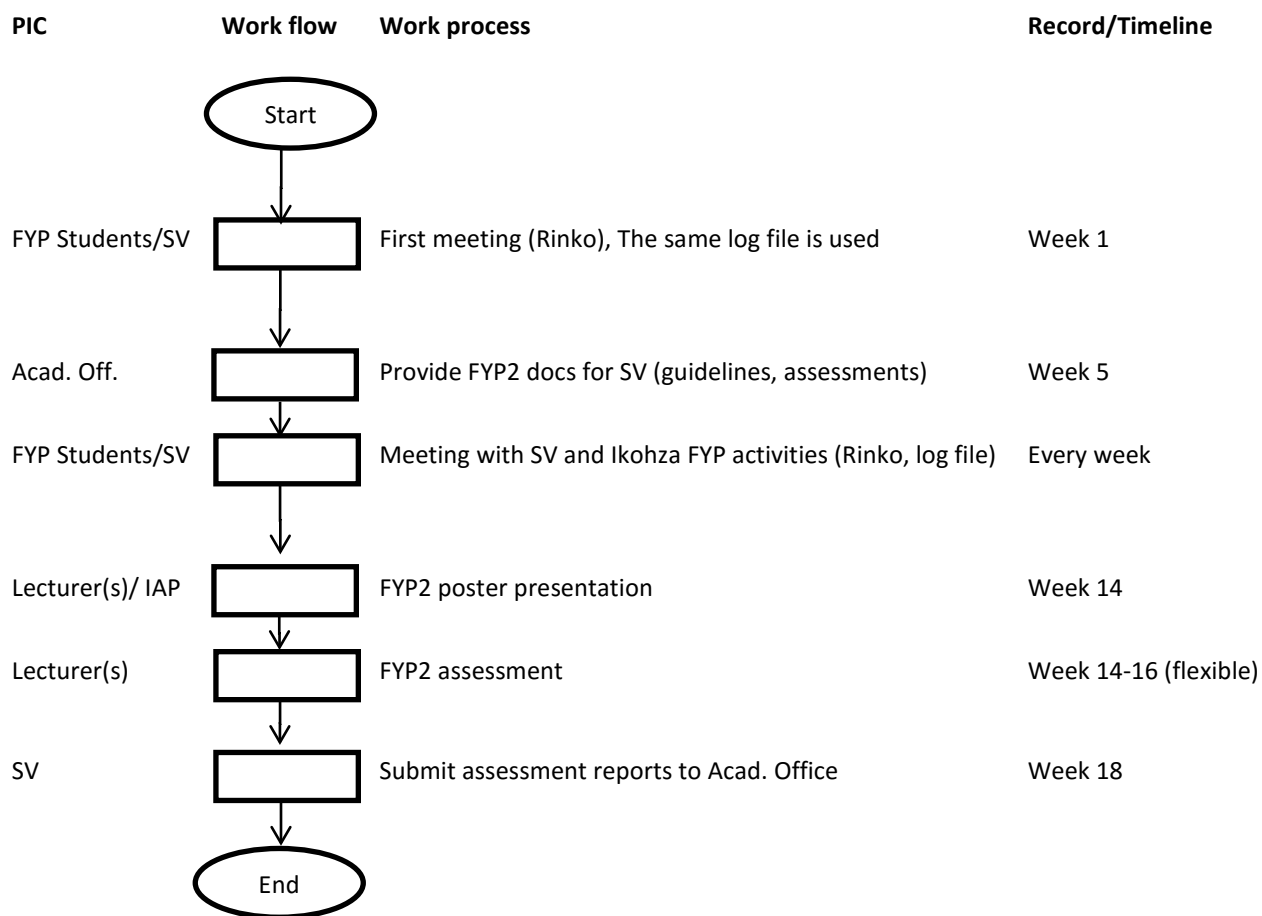




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- *Details/ Any changes made by faculty can be referred to the action plan (MJIIT webpage)
 - *Lecturer(s) refers to the FYP Supervisor, Ikohza academic staff or UTM academic staff
 - *Flexible refers to the schedule designed by Lecturer(s) in respective Ikohza. However, all related documents and assessment reports **must** be submitted to academic office before study week / final exam
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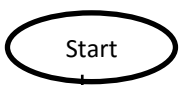


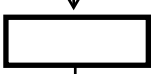
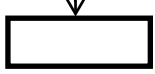
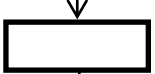
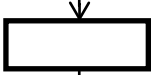


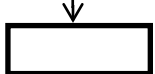
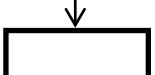
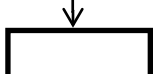

5. Final Year Project 2


(a) Responsibilities, Procedure and References (FYP2 Flow)

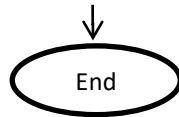


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(b) Responsibilities, Procedure and References (*FYP2 Assessments)

PIC	Work flow	Work process	Record/Timeline
			
Acad. Off.		Provide FYP doc for SV (guidelines, assessments)	Week 5
FYP Students/SV		Students update logfile and join Rinko activities	Every Week
FYP Students		Students submit poster registration form (Acad. Off.)	Week 12
Lecturer(s),IAP		*Poster Presentation (mark submit to Acad. Off.)	Week 14
FYP Students		FYP Draft (thesis) (updating)	Every Week
FYP Students		Students submit first FYP2 draft (thesis) to Lecturer(s)	Week 12 (flexible)
Lecturer(s)		Lecturer(s) check FYP Draft (thesis)	Week 12 (flexible)
FYP Students		FYP Draft (thesis) (amendment)	Week 13 (flexible)
Lecturer(s)		*FYP2 assessments (Rinko, logfile, thesis) Submit to Acad. Off.	Week 14 -18 (flexible)
FYP Students		FYP Draft (thesis) (amendment) -hardcover	Week 14 (flexible)
FYP Students		Submit hardcopy thesis and required documents to acad. Office	Week 18-20
			

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