

**ACTION PLAN**  
**Final Year Project 1 Sem 1 2019/20**

| Week | Day | Month | STUDENT  | SV / Non. SV  |
|------|-----|-------|--|---|
| 1    | 9   | Sept  | Rinkoh   | Briefing FYP1, All resources in website                         |
| 2    | 16  | Sept  | Briefing FYP1 (19 <sup>th</sup> Sept 2019)                             | Reminder to iKohza to conduct Rinkoh                            |
| 3    | 23  | Sept  | Rinkoh   |   |
| 4    | 30  | Sept  | Rinkoh   | Seminar by Prof Ezzat 3/10/19 (2.15 – 4.30 PM)                  |
| 5    | 7   | Oct   | Rinkoh   |   |
| 6    | 14  | Oct   | Rinkoh   |   |
| 7    | 21  | Oct   | Rinkoh   | Coordinator send email to external assessor                     |
| 8    | 28  | Oct   | <b>Semester break (28/10/19 – 1/11/19)</b>                             |   |
| 9    | 4   | Nov   | Rinkoh   |   |
| 10   | 11  | Nov   | Rinkoh   | Report draft review by SV<br>3 Minute Thesis Seminar – Thursday |
| 11   | 18  | Nov   | Rinkoh   | Report draft review by SV                                       |
| 12   | 25  | Nov   | Rinkoh   | Report draft review by SV                                       |
| 13   | 2   | Dec   | Submit final report to examiner  | Examiner: Non-SV from same department                           |
| 14   | 9   | Dec   | Due date rinkoh assessment   | Examiner: Non-SV same iKohza (can be PG)                        |
| 15   | 16  | Dec   | Report assessment (non-SV same dept)<br>Submit logbook to SV (student) | Examiner: Non-SV – Department<br>SV assessment                  |
| 16   | 23  | Dec   | Revision   |   |
|      | 30  | Dec   | <b>Final examination (30/12/19 – 17/1/20)</b>                          |   |