Poster Presentation and Report Preparation Guidelines

Poster Presentation:

Group projects will be presented in poster format. Each group will present the related work by the group members. The presentation time is limited to 15 minutes. The date of presentation is on **02 June 2012, Saturday, in Power Electronics Laboratory between 12:00-17:00.** The recommended poster paper size is A1 (59.4 cm x 84.1 cm). The poster should include a brief description of the project, approach, results and conclusion.

Submitting Projects:

The group projects and reports are required to be **submitted after the project presentations.** Each group has to submit a well written, single report with a minimum of 10 pages. When writing the report, use your own words. Reports prepared by directly copying from other internet sources or other reference sources will not be accepted. The report must be written with 12-pt character size with 1.5 line space on A4 paper size. The first page is to be the title page including the title of the project, course name, year and the names and student numbers of project members. Exceeding the 10-page limit is not a problem. However, care has to taken to avoid including unnecessary material in the report. Including unnecessarily long document will take a lot of time and effort, preventing you to finish the report on time. Remember that a completed brief report is more valuable than a detailed but incomplete one. The report must be brief as much as possible including the following sections listed below:

1. **Title Page:** Include the name of the course, title of the project, the name of project group members, and student numbers in the title page.
2. **Abstract:** A very brief statement (approximately 100 words) about what has been done in the project.
3. **Introduction:** In this section introductory information is to be included about the project topic. A background of the project will be stated. Relevant work that was investigated in your literature research can be cited with references. The goal of the project is to be stated at the end of this section.
4. **System Analysis and Design:** Specifications of the system to be designed will be stated here. A short description of the analysis and synthesis of the solution to the problem is necessary. The important point is your approach to the problem you described. Try to describe your approach including graphs, block diagrams and photographs, etc., for explaining the operation of the system.
5. **Results:** Develop a method to test the system to see how closely you achieve the goal, stated at the beginning of the project. You are free to use software program and any other supporting tools.
6. **Conclusions:** A critical evaluation of your results is to be included in this section. Especially, evaluating the test results, state how closely you have achieved the project goals. Achieving a good or an excellent result, or even a total failure is not very important. Your effort will still be credited. However, I would expect that you must understand and report the reasons of failure in this case.
7. **References:** A list of reference papers, books, web sites must be listed in this section and properly cited in the text of the report.
8. **Appendix:** This section is not required in all reports. Include the material here in this section that if it really prevents continuity of the sections inside the report.