

ALLOCATION PROCESS & GUIDELINES FOR FINAL YEAR PROJECT OF B.E FOOD



DEPARTMENT OF FOOD ENGINEERING

**NED UNIVERSITY OF ENGINEERING & TECHNOLOGY
KARACHI, PAKISTAN**

Table of Contents

| | |
|---|-------------------------------------|
| 1. Allocation Process | 3 |
| 1.1 Project Group Formation | 3 |
| 1.2 Project title/ Proposal Submission | 3 |
| 1.2.1 Faculty | Error! Bookmark not defined. |
| 1.2.2 Students | 3 |
| 1.3 Project Proposal Guidelines | 3 |
| • Conclusion | 3 |
| 1.3 Proposal Evaluation | 3 |
| 1.4 Final Proposal Submission and Approval | 4 |
| 2 Summary/ Flow Chart for project allocation process | 5 |
| 2.1 Group Formation Form | 6 |
| 2.2 Project Proposal Form | 7 |
| 2.3 Project Allocation Form | 8 |
| 2.4 Project Meeting Minutes | 9 |
| 3 FYP Guidelines | 10 |
| 3.1 Project Report Format | 10 |
| 3.2 Assessment Method | 11 |
| 3.3 Final Year Project Rubrics: | 15 |

1. Allocation Process

1.1 Project Group Formation

Students are advised, during the spring semester of third year, to finalize their groups. Group formation forms are provided to students which are submitted before start of fall semester of final year, so that groups can be finalized by FYP coordinator and approved by chairperson of the department timely.

After finalizing groups of final year project, FYP coordinator give ranking to the groups on the basis of average CGPA of group members and finalize a group leader for managing project tasks at student level (Refer FD-FYP-01)

1.2 Project title/ Proposal Submission

Project Titles/ Proposals for Final Year Projects are gathered from faculty and students. FYP groups are given ample time to discuss the topics/titles within the group and with the supervisors for final decision. The Final year project proposal must target at least one or more Sustainable development goals (SDG) and it must include Complex engineering problem (CEP) with proper representation.

1.2.1 Faculty

Project titles are collected from the faculty members by FYP coordinator and displayed on notice board for students to select FYP. However, group ranking is also an important factor for project selection from departmental list as the group having merit number 01 will have an open choice of selecting first from the list .

1.2.2 Students

Students are encouraged to bring their own project title or ideas for FYP. Students (FYP group) are required to develop a project proposal and select an internal supervisor (faculty members) along with co-supervisor/external supervisor, if needed.

Initially, FYP group will discuss the project title/project proposal with the supervisor and written consent will be submitted if supervisor agrees. (Refer FD-FYP-02).

1.3 Project Proposal Guidelines

- Project Title
- Objective
- Scope
- Methodology/plan of work
- Results & Discussion
- Conclusion

1.4 Proposal Evaluation

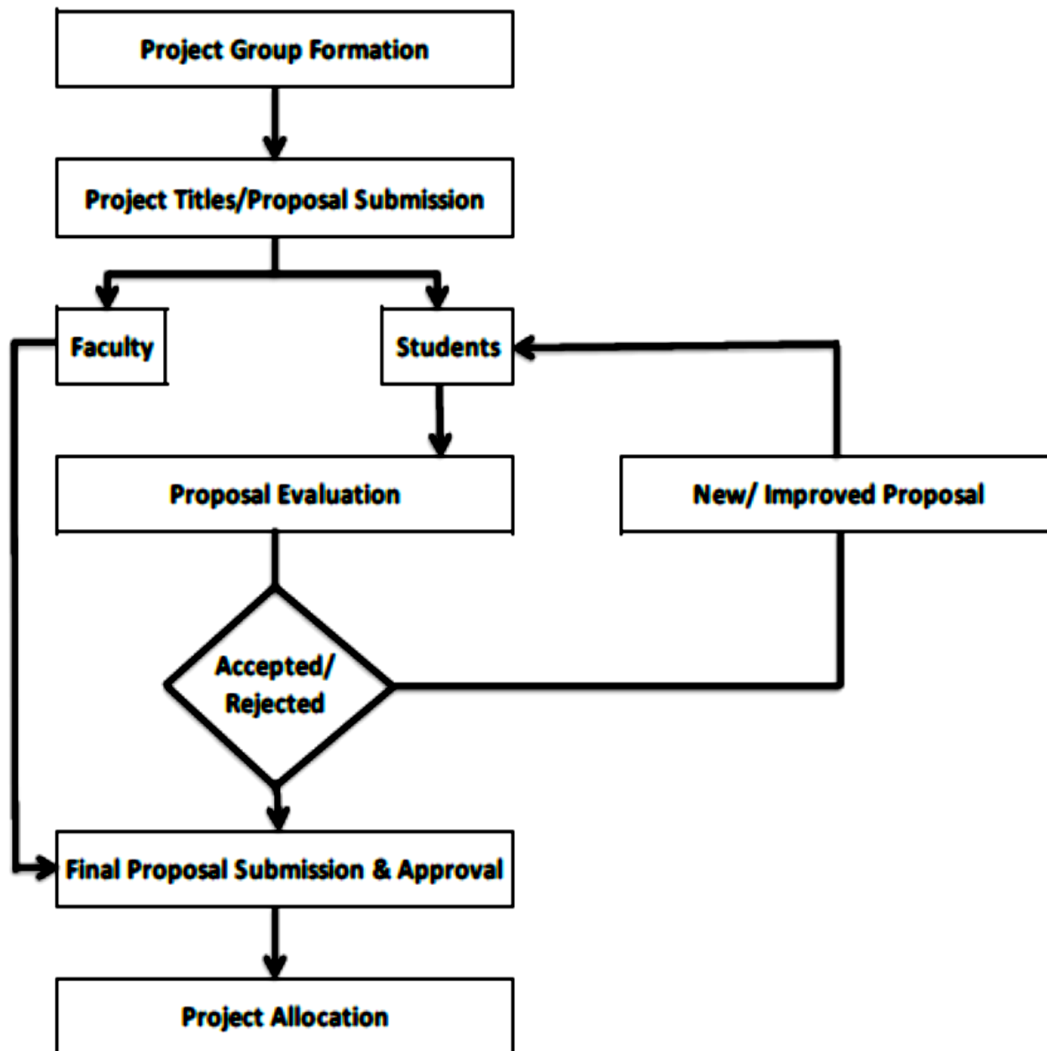
After submission of the project proposal, evaluation of all the proposals is done by the FYP committee and chairperson. Once students have presented their proposals,

the Evaluators Committee adds their comments to improve or modify the proposal, if required.

1.4 Final Proposal Submission and Approval

FYP groups will incorporate suggested changes in the proposals (if needed) and finally submit to FYP coordinator which will be approved by chairperson.

2 Summary/ Flow Chart for project allocation process



2.1 Group Formation Form

NED UNIVERSITY OF ENGINEERING AND TECHNOLOGY

FD-FYP-02

Department of Food Engineering

Food Engineering Project (FD-430)

(Batch: _____)

Project Proposal Form

Project No.

Title:

Type (Tick ONLY one):

| |
|--------------------------|
| <input type="checkbox"/> |
| <input type="checkbox"/> |

Experimental

Design

Estimated Budget:

PKR..... (min) to (max)

Project Description:

References (at least THREE):

Supervisor:

Co-Supervisor (if any):

(Name & Signature)

(Name & Signature)

Signature of Chairperson

2.2 Project Proposal Form

NED UNIVERSITY OF ENGINEERING AND TECHNOLOGY

FD-FYP-01

Department of Food Engineering

Food Engineering Project (FD-430)

(Batch: _____)

PROJECT GROUP FORMATION FORM

| For Students Only | | | For Office Use |
|-------------------|--------------|---------|-----------------|
| S.No. | Student Name | Roll No | CGPA Obtained |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | Average CGPA: |
| | | | Group Merit No: |

Notes:

- This form should be submitted to Projects Coordinator on or before the due group submission day.
- Photocopy of T.E. (Spring Semester) Marks Sheet of each individual student listed above, should be attached with this form

Any Comments (For Office Use)

Reviewed By:

Approved By:

(Projects Coordinator)

(Chairperson-CDF)

2.3 Project Allocation Form

| NED UNIVERSITY OF ENGINEERING AND TECHNOLOGY | | | |
|--|-------------------|--|-----------|
| Department of Food Engineering | | FD-FYP-03 | |
| Food Engineering Project (FD-430) | | (Batch: _____) | |
| Date: _____ | | | |
| <u>FINAL YEAR PROJECT ALLOCATION FORM</u> | | | |
| Title: _____ | | | |
| Name (Supervisor): _____ | | | |
| Designation: _____ | | | |
| Name (Co-Supervisor): _____ | | | |
| Designation: _____ | | | |
| S. No. | Group member name | Roll No. | Signature |
| | | | |
| | | | |
| | | | |
| | | | |
| _____ Signature (Internal Supervisor) | | _____ Signature (External Supervisor) | |
| For office use only | | | |
| Project Serial No. _____ | | _____ Signature (FYP Coordinator) | |
| Dated: _____ | | | |

Signature of Chairperson

2.4 Project Meeting Minutes

| | | | |
|---|-------------------------|--------------------------------|--|
| NED UNIVERSITY OF ENGINEERING AND TECHNOLOGY | | FD-FYP-04 | |
| Department of Food Engineering | | | |
| Food Engineering Project (FD-430) | | (Batch: _____) | |
| MINUTES OF THE MEETING | | | |
| Meeting No. | <input type="text"/> | Date: <input type="text"/> | |
| | | Time: <input type="text"/> | |
| Attendees: | | | |
| Name | Seat No. | Attendance (√ or X) | Signature of Supervisor with Date |
| | | | |
| | | | |
| | | | |
| | | | |
| Minutes: | | | |
| S. No. | Discussion Point | | |
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| _____ | | | |
| Signature of Supervisor | | | |

3 FYP Guidelines

3.1 Project Report Format

- Acknowledgement
- Abstract
- Contents
- List of Figures
- List of Tables
- Nomenclature (optional)
- Introduction
 - Background of Study
 - Problem Statement
 - Objective
 - Scope Of Study (Also discuss Significance of the Work)
 - Raw Materials and Products
- Literature Review
- Production Description of product
 - Available Processes
 - Process Selection
 - Detailed Description of Selected Process
- Equipment Design (if any)
- HAZOP/safety analysis
- Experiment
 - Observations
 - Problems and Troubleshooting
 - Characterization
- Costing (if applicable)
- Results and Discussion
- Conclusion (Future Recommendations)
- References (follow standard reference style)
- Appendices

Additional Information

- Reports may contain as low as 50 pages and as high as 200 pages.
- **PLAGIARISM IS NOT ALLOWED. REPORTS CONTAINING MORE THAN 19 % MATERIAL COPIED WILL BE REJECTED RIGHT AWAY AND CAN LEAD TO SERIOUS CONSEQUENCES.**
- Addition or subtraction of chapters tagged as “If possible” must be approved by project supervisor.
- Addition or subtraction of Sub-headings in chapters must be approved by project supervisor.
- Project report (mandatory 2 copies) + 1 CD + Project Poster

3.2 Assessment Method

The division of FYP marks between sessional and final exam is **40% sessional 60% final exam**. The assessment of final year project include Project planning and execution (psychomotor domain) ,Project presentation (affective domain) and Knowledge /quality of project work (cognitive domain)

| | Assessment criteria | Scores | Mapped PLOs |
|--|--------------------------------|-----------|---|
| 1st evaluation (40 marks) | C1:project Knowledge | 10 | PL01:engineering knowledge |
| | C3: Gap identification | 10 | PL02: Problem analysis |
| | C6: Presentation Skills | 10 | PL010: Communication |
| | C8: project Involvement | 10 | PL09: individual and team work |
| Mid evaluation (40 marks) | C1: project Knowledge | 6 | PL01: engineering knowledge |
| | C3: Gap identification | 6 | PL02: Problem analysis |
| | C4: Project Methodology | 8 | PL04: Investigation |
| | C2: projects findings | 8 | PL04: Investigation |
| | C6: Presentation Skills | 4 | PL010: Communication |
| | C8: project Involvement | 6 | PL09: individual and team work |
| 3rd evaluation (120 marks) | C1: project Knowledge | 15 | PL01: engineering knowledge |
| | C2: projects findings | 15 | PL04: Investigation |
| | C3: Gap identification | 15 | PL02: Problem analysis |
| | C4: Project Methodology | 15 | PL04: Investigation |
| | C5: project completion | 15 | PL011: Project management |
| | C6: Presentation Skills | 10 | PL010: Communication |
| | C7: Report writing | 10 | PL010: Communication |
| | C8: project Involvement | 15 | PL09: individual and team work |
| | C9.Incorporation of SDG | 10 | PL07: Environment and sustainability |

DEPARTMENT OF FOOD ENGINEERING
FINAL YEAR PROJECT 1st EVALUATION
BATCH _____

Title of Project: _____

Group Number: _____

| Name Of Students | Seat No | *C1: project Knowledge 10 | *C3: Gap identification 10 | *C6: Presentation Skills 10 | *C8: project Involvement 10 | TOTAL (40) |
|-------------------------|----------------|--------------------------------------|---------------------------------------|--|--|-------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Internal /External Advisor

DEPARTMENT OF FOOD ENGINEERING
FINAL YEAR PROJECT MID EVALUATION
BATCH _____

Title of Project: _____

Group Number: _____

| Name Of Students | Seat No | C1: project Knowledge 6 | C3: Gap identification 6 | C4: Project Methodology 8 | C2: projects findings 8 | C6: Presentation Skills 6 | C8: project Involvement 6 | TOTAL (40) |
|-------------------------|----------------|------------------------------------|-------------------------------------|--------------------------------------|------------------------------------|--------------------------------------|--------------------------------------|-------------------|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Internal /External Advisor

DEPARTMENT OF FOOD ENGINEERING
FINAL YEAR PROJECT FINAL EVALUATION

BATCH _____

Title of Project: _____

Group Number: _____

| Name Of Students | Seat No | Final Evaluation (Maximum Marks are mentioned in each section). | | | | | | | | | |
|------------------|---------|--|------------|------------|------------|------------|------------|------------|------------|------------|----------------|
| | | C1 (15) | C2 (15) | C3 (15) | C4 (15) | C5 (15) | C6 (10) | C7 (10) | C8 (15) | C9 (10) | Total (120) |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

Internal /External Advisor

Signature of Head of Department

3.3 Final Year Project Rubrics:

| Assessment Criteria (5 EACH) | PLO ↓ | Poor 1 | Unsatisfactory 2 | Satisfactory 3 | Good 4 | Excellent 5 |
|------------------------------|--|---|---|--|--|--|
| C1:project Knowledge | PLO-1: Engineering Knowledge | Student has no knowledge of both problem and Solution. Cannot answer basic questions. | Student has no or very Less knowledge of both problem and Solution. Cannot answer questions. | Student is uncomfortable with the information. Seems novice and can answer basic questions only. | Student has competent knowledge and is at ease with the information. Can answer questions but without rationalization and explanation. | Student has presented full knowledge of both problem and solution. Answers to questions are strengthened by rationalization and explanation. |
| C2:projects findings | PLO-4: Investigation | Problem statement is not stated at all or vaguely stated | Problem statement is stated but-entirely unclear. | Problem statement is stated but lacks necessary justification in light of the literature review. | Problem statement is stated and covers necessary justification with reference to the literature review. | Problem statement is stated and covers sufficient justification with reference to the literature review. |
| C3:Gap identification | PLO-2: Problem Analysis | Literature Review is not written or written in a vague form | Ligature Review is written in an ordinary way. The review material i.e. research papers or web material is not given. | Literature review provides a reasonable description of the project background and its significance but can be improved. Number of research papers/web material added is not sufficient | The review provides a good background and details of the literature. However, it is not written in scientific writing standards | Literature review is excellently written according to the scientific writing standards and covers maximum of the research papers / web material related to project |

| | | | | | | |
|--------------------------------|--------------------------------------|--|---|--|---|---|
| C4:Project Methodology | PLO-4: Investigation. | The approach used to solve the problem is not discussed. | Some aspects of the solution are discussed briefly but detailed description is missing | The methods, approaches, tools, techniques, algorithms, or other aspects of the solution are discussed but not in a convincing manner. Much is left to the readers' imagination. | The methods, approaches, tools, techniques, algorithms, or other aspects of the solution are Sufficiently discussed. | The methods, approaches, tools, techniques, algorithms, or other aspects of the solution are sufficiently discussed with sufficient details and supporting figures. |
| C5:project completion | PLO-11: Project Management | Incomplete task | Unsatisfactory task | Complete task with errors | Complete task on time while making appropriate adjustments and improvements | Utilize all the resources; Follow timeline efficiently and effectively; Perform task completely; |
| C6: Presentation Skills | PLO-10: Communication | Presentation was unclear Language used was not appropriate | Presenter occasionally spoke clearly. Language was not clear. Holds little to no eye contact. | Presenter spoke clearly. Language was generally clear but mostly reading from notes. | Presenter spoke very clearly. Language was generally clear and delivery was fluent. Consistent use of direct eye contact with audience. | Presenter spoke clearly and at a good pace to ensure audience comprehension. Language used was effective-and delivery was fluent and expressive. |
| C7:Report writing | PLO-10: Communication | No standard format follow | Major errors in Title page, placement of figures and figure captions, and other standard formatting along with missing information in the body. | Errors in Title page, placement of figures and figure captions, and other standard formatting. | Minor errors in Title page, placement of figures and figure captions, and other standard formatting. | Title page, placement of figures and figure captions, and other standard formatting issues are all correct. |

| | | | | | | |
|---|--|---|--|---|---|---|
| C8:project Involvement | PLO-9: Individual & Team Work | The individual did not contribute to the project and failed to meet responsibilities. | The individual may have contributed but did not identify key performance criteria of successful teams. | The individual did not contribute as profoundly as others, but did meet all responsibilities. | The individual did contribute as others but not in a valuable way to the project. The individual also did not able to identify some key performance criteria of successful teams. | The individual contributed in a valuable way to the project. The individual -also did able to articulate the key performance criteria of successful teams and evaluate the group performance accordingly. |
| C9.Incorporation of SDG (sustainable development goals) in project | PLO7: Environment and sustainability | Not implemented | Mentioned SDG in project scope but no justification provided. | Mentioned SDG in project scope with improper justification. | Implemented SDG with some justification. | Implemented SDG with proper justification. |