Instruction Package
2014

Senior Project
CONTENTS

■ Flowchart

■ Prospective Advisors for Student Projects

■ Proposal Requirement

■ Form #1 – Proposal Approval

■ Form #1A – First Semester Progress Report

■ Form #2 – Project Report Approval

■ Form #3 – Project Summary (Completed by the student) and Final Grade (Issued by the advisor)

■ Sample of Project Presentation Flier

■ Project Presentation Evaluation Form (Made by audience)

■ Project Report Guidelines
Senior Project Work Flowchart

Part I: Overview Chart

1. **Before the semester starts:** Register in the project course.  
**Before or at the beginning of the semester:** Choose and meet with a project advisor to make a project plan. Designated administrators can help you find an advisor.

2. **At the beginning of the semester:** Write a project proposal and obtain the advisor’s approval. Submit **Form (1) and your proposal** to the designated staff (DS) in the Administration Office. The current designated staff member is Ms. Alice Ye.

3. **During the first half of the allowed project period:** Work on the project (this is the R&D part); keep record of your work. Meet with your advisor regularly to ensure quality work is being performed by you.

4. **During the second half of the allowed project period:** Write the project report following the report guidelines. Fully utilize the records you have taken during your R&D work.

5. **3-4 weeks before the end of the allowed project period:** Complete the report and obtain approval from your advisor. Submit “**Form (2)” and email a copy of the completed project report** to the DS.

   Follow the tech-writer’s instructions to make corrections in your project report until successful completion.

   Conduct the **project presentation**.

6. **By the end of the allowed project period:** Complete the project summary part of **Form 3** and forward it to your advisor for his signature and grade issuance. Submit the completed “**Form (3)” and a final copy of your report (approved by the tech-writer) to the DS.

7. **Upon the tech-writer’s final approval of your report:** Confirm with the DS that you have turned in all the forms required and the final approved version of your project report.

Notice: If two or three students (maximum 3 in a team) work on a project, each member must be involved in the project work and contribute to the project. Each team member’s involvement and contribution should be explained in the “Acknowledgments” section of the report.
Part II: Detailed Description Chart

A. Before taking the project course –

1. Determine the subject area of your project/research.
2. Look for a project advisor who will offer you guidance on your project work. See the attached list. Come to the Administration Office if you need assistance.
3. Work with your project advisor to determine the project title.
4. Research the subject and related areas.

Enroll in the project course – (during pre-registration week)

1. Write a project proposal including the following:
   • Objectives
   • Scope of the project
   • Hardware and software requirements
   • Project work procedures
   • Work schedule/timetable
2. Obtain the project advisor’s approval; the advisor signs the Proposal Approval form – (1).
3. Turn in the proposal approval form – (1) to Ms. Alice Ye before week 4 of the new semester.

As the semester begins –

1. Follow the proposed project work procedures and schedule/timetable to work on the project.
2. Keep a record of your findings, result, etc. during your work to prepare for the report contents.
3. Meet with/e-mail the project advisor regularly to ensure that you are on the right track.
   *** Complete your project work in the first half of the allowed period of time: one semester for a senior project; obtain your advisor’s approval.
4. Write the project report following the required format (documents available at the administration office and the information center). Complete the first draft of the report in 3-4 weeks. Allow another 3-4 weeks for finalizing the report.
5. Meet with your project advisor to finalize the contents of your project report. Obtain the advisor’s approval of your project report. The advisor signs the Project Report Approval Form (2).
6. Turn in the Form (2) and email the project report to Ms. Alice Ye in the 12th week of the semester so that the tech-writer can begin editing your project report. Make proper changes following the tech-writer’s remarks. Continue this process until the report is fully approved by the tech-writer before the end of the semester.
7. Contact your advisor to arrange an open-forum presentation on your project (if required by your advisor). Make and post a project presentation flier to invite faculty and the students to your presentation. See attached sample. The presentation is normally conducted in a class that teaches a related subject.
8. You and your advisor complete a Student Project Record Form (3) with the advisor’s signature and a project grade issued by the advisor. Turn in the form (3) to Ms. Alice Ye by the end of the semester.
9. Students working on the first part of the senior project must submit the Form 1-A by the end of the first semester.

B. Re-register the course –

If you are unable to complete the above tasks in the semester in which you register in the course, you are required to re-register in the course.
## Prospective Advisors for Student Projects

**Updated 1/2013**

### A. EE

<table>
<thead>
<tr>
<th>Area</th>
<th>Advisor 1</th>
<th>Advisor 2</th>
<th>Advisor 3</th>
<th>Advisor 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chip Design and VLSI</td>
<td>Dr. Pochang Hsu</td>
<td>Mr. Yingli Ren</td>
<td>Mr. Hua-Yu Su</td>
<td>Dr. John Liu</td>
</tr>
<tr>
<td></td>
<td>Mr. Yihmin Liou</td>
<td>Mr. Chris White</td>
<td>Dr. Jagadeesh Vasudevanurthy</td>
<td></td>
</tr>
<tr>
<td>Analog IC/Mixed Signal</td>
<td>Mr. Hua-Yu Su</td>
<td>Dr. John Liu</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Microprocessor/Computer Architecture</td>
<td>Dr. Pochang Hsu</td>
<td>Dr. Jagadeesh Vasudevanurthy</td>
<td>Mr. Chris White</td>
<td>Mr. Siu-Ming Tong</td>
</tr>
<tr>
<td>Wireless Communication</td>
<td>Dr. Jahan Ghofraniha</td>
<td>Mr. Bahador Amiri</td>
<td></td>
<td>Mr. Hua-Yu Su</td>
</tr>
<tr>
<td>DSP/Image Processing/Data Compression</td>
<td>Dr. Jahan Ghofraniha</td>
<td>Dr. Danhua Zhao</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RF/Microwave Engineering</td>
<td>Dr. Jahan Ghofraniha</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Embedded Systems &amp; Applications</td>
<td>Mr. Siu-Ming Tong</td>
<td>Dr. Jahan Ghofraniha</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nanotechnology</td>
<td>Dr. Mervyn Wong</td>
<td>Dr. Zhupei Shi</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bioengineering</td>
<td>Dr. Chris Honda</td>
<td>Dr. Danhua Zhao</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### B. CSE/CS

<table>
<thead>
<tr>
<th>Area</th>
<th>Advisor 1</th>
<th>Advisor 2</th>
<th>Advisor 3</th>
<th>Advisor 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Networks &amp; Security</td>
<td>Dr. Qingsong Zhang</td>
<td>Dr. Howard Liu</td>
<td>Mr. Bin Zhang</td>
<td>Mr. Chester He</td>
</tr>
<tr>
<td></td>
<td>Dr. Marcus Lee</td>
<td>Dr. Tai Hsu</td>
<td>Dr. Henry Chang</td>
<td>Dr. Sean Chen</td>
</tr>
<tr>
<td>Internet Tech. (JAVA Base)</td>
<td>Dr. Nels VanderZanden</td>
<td>Mr. Ken Cheung</td>
<td>Dr. Henry Chang</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mr. Ken Chang</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internet Tech. (.NET Base)</td>
<td>Mr. Ken Cheung</td>
<td>Dr. Steve Wu</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Database</td>
<td>Dr. Fudong Yin</td>
<td>Mr. Jagdeep Shetty</td>
<td>Mr. George Jen</td>
<td>Dr. Sean Chen</td>
</tr>
<tr>
<td>OS Architecture</td>
<td>Mr. Bin Zhang</td>
<td>Mr. Siu-Ming Tong</td>
<td>Dr. Tai Hsu</td>
<td></td>
</tr>
<tr>
<td>OOD</td>
<td>Dr. Nels VanderZanden</td>
<td>Mr. Ken Cheung</td>
<td>Dr. Henry Chang</td>
<td></td>
</tr>
<tr>
<td>Embedded Systems &amp; Applications</td>
<td>Dr. Henry Chang</td>
<td>Mr. Bin Zhang</td>
<td>Mr. Siu-Ming Tong</td>
<td></td>
</tr>
<tr>
<td>Bioengineering</td>
<td>Dr. Chris Honda</td>
<td>Dr. Danhua Zhao</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## C. BBA/MBA

<table>
<thead>
<tr>
<th>Area</th>
<th>Instructor 1</th>
<th>Instructor 2</th>
<th>Instructor 3</th>
<th>Instructor 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT/MIS</td>
<td>Dr. Yann Huang</td>
<td>Dr. Steve Wu</td>
<td>Mr. George Jen</td>
<td>Mr. Ken Chang</td>
</tr>
<tr>
<td></td>
<td>Dr. Tai Hsu</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Management</td>
<td>Dr. Jack Kuo</td>
<td>Mr. Kevin Sung</td>
<td>Dr. Nik Tehrani</td>
<td>Dr. Swapna Sinha</td>
</tr>
<tr>
<td></td>
<td>Dr. Michael Wang</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Production &amp; Operations</td>
<td>Mr. Kevin Sung</td>
<td>Dr. Nik Tehrani</td>
<td>Dr. Patricia Sholl</td>
<td>Dr. Paul Chao</td>
</tr>
<tr>
<td>Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>Mr. Lee Winters</td>
<td>Dr. Mariam Ghazvini</td>
<td>Ms. Flora Chu</td>
<td></td>
</tr>
<tr>
<td>Marketing Management</td>
<td>Dr. Nik Tehrani</td>
<td>Mr. Raj Shea</td>
<td>Mr. James Nysather</td>
<td></td>
</tr>
<tr>
<td>Investment</td>
<td>Dr. James Wu</td>
<td>Mr. Cuong Nguyen</td>
<td>Dr. Michael Wang</td>
<td></td>
</tr>
<tr>
<td>Venture Business</td>
<td>Dr. James Wu</td>
<td>Dr. Nik Tehrani</td>
<td>Dr. David Paul</td>
<td></td>
</tr>
<tr>
<td>Accounting</td>
<td>Ms. Flora Chu</td>
<td>Mr. Charles Zhi</td>
<td>Mr. Kenneth Fung</td>
<td>Ms. Wanda Wong</td>
</tr>
<tr>
<td>Finance/Financial Management</td>
<td>Dr. James Wu</td>
<td>Mr. Cuong Nguyen</td>
<td>Mr. Kenneth Fung</td>
<td>Dr. Michael Wang</td>
</tr>
<tr>
<td>e-commerce</td>
<td>Dr. Nik Tehrani</td>
<td>Mr. George Jen</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Proposal Format

A written proposal is due by the due date as follows:

(a.) For a two-semester project (senior project), the proposal must be submitted to the designated staff by the 4th week of the first semester when the project course is enrolled.

The proposal must be submitted with FORM 1.

The proposal should include the following sections:

1. **Introduction** – Briefly describe some background information about your topic and what your project will actually do.

2. **Objectives** – Describe what your intended goals are and how you plan to achieve them.

3. **Literature Review** – In this section you include any journals, publications, books, periodicals, or web sites that you have referenced and will use in your project.

4. **Methodology** – Briefly describe how you plan to do your research and development work. How will you collect data, conduct interviews or surveys, use computer hardware/software, etc.
Form (1)

Project Proposal Approval
by Project Advisor

Project Title: ____________________________________________________________

Student Name #1: __________________________ Program: _______________ ID #: ______

Student Name #2: __________________________ Program: _______________ ID #: ______

Student Name #3: __________________________ Program: _______________ ID #: ______

Advisor’s Name & Signature: ________________________________________________

Approval Date: __________________________________________________________________

Note: By signing this form, the advisor approves the project/thesis proposal presented by the
student. The student should follow the proposed plan to work on his/her project. The
student should meet with the advisor regularly to ensure that the project work is on the
right track until the work is completed.

• Submit this Project Proposal Approval (Form 1) to the designated staff by the required
deadline (Either week 3 or 4).
• Remember to submit the Project Report Approval (Form 2) and the Project Grade and
Brief Description (Form 3) to the designated staff at 3-4 weeks before the end of the
allowed project period.
Form (1 – A)

Senior Project – I

Progress Report

The student and the advisor should complete this report when the FIRST PART of the project is completed. This form should be turned in to the designated staff at the end of the first semester when this course is registered.

(Each student working on this project should submit this form.)

Student Name: _____________________  Program: _______ ID #: _______ Course #: ______

Project Title: _____________________________________________________________

A. Work completed: ____________________________________________________________

B. Work for Part - II:   _________

______________________________

For Advisor Use Only

C. The 1st part of the project has been completed? [ ] Yes [ ] No

D. Grade (issued by the Advisor): _________________ (S: Satisfactory; NP: Not Pass)

Advisor’s Comments: _______________________________________________________

Advisor’s Name & Signature: _________________________ Date: ____________________
Form (2)

Senior Project Report Approval
by Project Advisor

Project Title: ________________________________________________________________

Course #: _________

Student Name #1: __________________ Program: ______________ ID #: __________

Student Name #2: __________________ Program: ______________ ID #: __________

Student Name #3: __________________ Program: ______________ ID #: __________

Advisor’s Name & Signature: __________________________________________________

Approval Date: _____________________________________________________________

Note: By signing this form, the advisor agrees that he/she has approved the contents of this report. No further change of the contents is required.

Submit this Project Report Approval (Form 2) to the designated staff 3-4 weeks before the end of the allowed project period. At the same time email your report to the designated staff for editing.
Form (3)

Student Project Grade and Brief Descriptions

The student and the project advisor should complete this form when the project is completed. This form should be turned in to the designated staff by the end of the semester.

(The student should provide the following information.)

Project Title: __________________________________________________________________

Student Name: __________________________ Program: __________________________ ID #: __________

(Each student working on this project should submit this form.)

E. Project Abstract:

___________________________________________________________________________________________________________

_____________________________________________________________________________________________________________

_____________________________________________________________________________________________________________

F. Project Conclusion: _______________________________________________________________________________________

_____________________________________________________________________________________________________________

_____________________________________________________________________________________________________________

For Advisor Use Only

G. Project Report approved by the advisor? [ ] Yes [ ] No

H. Grade (issued by the Advisor): __________________________

Advisor’s Name & Signature: __________________________ Date: __________________________

Advisor’s Comments: _______________________________________________________________________________________

_____________________________________________________________________________________________________________
Senior Project Presentation

AUTOMATION TESTING SOFTWARE

By
Albert Smith

Saturday, December 20, 2014, 1:30 PM
Room 108
Project Presentation Evaluation

Presenter’s name: ________________________________ Date: __________________

Presentation title: __________________________________________________________________________

I. Presentation Skills:                                                                                   Score: Excellent  Good  Fair  Poor

● Organization of presentation [ ] [ ] [ ] [ ] [ ]
● Clarity in delivering the material [ ] [ ] [ ] [ ] [ ]
● Making the subject interesting [ ] [ ] [ ] [ ] [ ]
● Posture and eye contact to the audience [ ] [ ] [ ] [ ] [ ]
● Voice volume [ ] [ ] [ ] [ ] [ ]
● Noticing and adjusting to the audience’s response [ ] [ ] [ ] [ ] [ ]
● Utilizing audio-visual aids [ ] [ ] [ ] [ ] [ ]
● Pace and time of the presentation [ ] [ ] [ ] [ ] [ ]
● Interacting with the audience [ ] [ ] [ ] [ ] [ ]

II. Q&A Activity:

● Answering questions from the audience clearly [ ] [ ] [ ] [ ] [ ]

III. Overall Performance [ ] [ ] [ ] [ ]

IV. Remarks:

________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Evaluator (optional): __________________________________________
Project Report Guidelines

- How to prepare your project document as close to its final form as possible -

The following guidelines define your document’s divisions, sections, appearance, and other formatting matters and mechanics. Read them, highlight the points that need special attention, set them aside, and reread them. Make them part of your knowledge and use it in various reports you need to write during your study at NPU and in your future jobs.

Feel free to discuss the guidelines with your classmates, other report writers, and the report editor (technical writer). Share your understanding, and ask for clarifications of what you don’t understand.

During your research and development work for your project/thesis, keep bibliographical information of books/journals/magazines/websites you consult and collect material while focusing on your specific topic.

Prepare your project report

1. Prepare your report following the NPU style guide shown in this package, or it will be returned to you unedited.
2. Email your report to the technical editor and follow his/her instructions for modifications. Upon final approval by the editor, you may print and submit your report to the NPU office.
3. When you submit your report, do not staple or bind it.
4. Papers: Paper stock for the finished report must be white, 8.5” x 11”, quality bond paper of at least 20# weight.
5. Print: Use laser and letter quality print

Style

1. The NPU style calls for an unjustified right margin, like the style of this page. It prevents uneven gaps on the lines.
2. Space 1.5 between lines, and between freestanding heading and first line (Single space is allowed for final documents exceeding 50 pages of text.); 2.0 spaces between paragraphs and above headings. The text looks better this way.

   Never should a heading’s space from its own paragraph exceed that of the space from the paragraph above it.

   The literature cited section (bibliography) is single spaced for each reference and double-spaced between references.
3. Pay attention to consistency of style, such as the heading is shown in bold or/and all capitals throughout the report, etc. Be consistent in the use of Fig. or Figure in the caption. Choose the style you prefer, and use it under all your figures. But in the text, when you begin a new sentence after a period, spell out Figure.
4. Typeface: Use typeface Times New Roman, or just Times, for headings and text.
5. **Font size:** The font size should be 12 except that the project title on the title page should be in 14-point bold capital letters.
6. **Margins:** All margins are 1.25 inches (i.e., 1.25” should be allowed on each side of the page – top, bottom, left, right).
7. **Alignment:** Right side of text is ragged (the text is left-justified).
8. **Capital letters:** Capital letters should be used for the project title on the cover page and chapter/section headings, including the corresponding headings listed in the “CONTENTS”. Secondary headings need not be in capital letters.
9. **Narrative style:** The third-person narrative must be used at all times, e.g., he, she, it.
10. **Organization:** The following must be included in the report:

<table>
<thead>
<tr>
<th>(1) Title page (cover page)</th>
<th>(4) ABSTRACT page</th>
</tr>
</thead>
<tbody>
<tr>
<td>(2) Blank page</td>
<td>(5) CONTENTS page(s)</td>
</tr>
<tr>
<td>(3) ACKNOWLEDGMENTS page (if applicable)</td>
<td>(6) ILLUSTRATIONS page (if applicable)</td>
</tr>
<tr>
<td></td>
<td>[The text begins with the INTRODUCTION chapter/section.]</td>
</tr>
<tr>
<td>(7) INTRODUCTION</td>
<td>(8) Theory/background information and/or literature review (if applicable)</td>
</tr>
<tr>
<td>(9) Project specifications/objectives</td>
<td></td>
</tr>
<tr>
<td>(10) Design approach and analysis; methodology</td>
<td></td>
</tr>
<tr>
<td>(11) Findings/results and implementations</td>
<td></td>
</tr>
<tr>
<td>(12) Conclusions and recommendations</td>
<td></td>
</tr>
<tr>
<td>(13) BIBLIOGRAPHY</td>
<td></td>
</tr>
<tr>
<td>(14) APPDENDIX (if applicable)</td>
<td></td>
</tr>
</tbody>
</table>

11. Computer program codes should be placed in an APPENDIX.
12. Align your numbers on lists like the Contents page. *End the line dots at the same vertical column* and use the tab to get to the page numbers so that they will line up. Use the right-aligned tab for these numbers.
13. In numbers with decimals, such as in a business project, align the decimals; the rest of the numbers fall into place.
14. A Bibliography page lists sources you consulted, and lists them by the source’s first author’s last name; the names of his/her co-authors are not reversed, and the bibliography list is not numbered.
15. When the document is in its final stage of editing, do not let a heading sit on the bottom of a page while its text is on the following page. In this case, the heading should be with its text on the same (following) page.
16. **You must paginate** the entire document except the title page, including the appendices (for program codes, etc.). Never give the editor your document without page numbers on every page.

All pages are paginated on the center or right corner of the bottom margin. The preliminary pages (including Blank page following the title page, ACKNOWLEDGMENTS page, ABSTRACT page, CONTENTS page[s], and ILLUSTRATIONS page[s]) are paginated in lower case Roman letters (ii, iii, iv, v, vi, etc.); the title page is not paginated although it stands for page i. The text pages (starting with your first chapter/section of text) are paginated in Arabic numerals, beginning with 1 on the first page of text for Section or Chapter 1.
Also notice that insertions of illustrative materials in the text should be included when numbering pages.

**17. Do not use** an ampersand, &, in place of and in text. Save that for your own note taking. Use the ampersand only when it is part of a registered name or a proper noun, such as in School of Business & Information Technology.

**18. A hyphen** connects words; a **dash** separates, like a comma (you can create a medium or long dash by holding the ALT key and type 0150 or 0151 on the right-hand side keypad).

**19. Use hyphens** in figure numbers, not decimals.

**20. Insert a space** between the numerical and the unit of measure or other word always, as in 60 KW, 10 MHz, 30 ns, 200 kbit, 5 lb, 20 ft, Figure 2-5, circuit 3, class 2.

**21. Login** is used as a noun only. **Logging** is the present participle tense of the verb log. Use a college or university edition of English-only dictionary often to check on words.

**22. For emphasis we use italic style,** as shown here, not quotation marks.

**23. When you quote someone else,** put that person’s words in double quotation marks as: “The emergent information technology …”. Single quotation marks are reserved for use inside double quotation marks.

When you use someone else’s text, you must give that writer credit (by mentioning the source of quotation); but you must never copy exactly from another writer’s work, except for short quotations that you attribute to that writer.

**Without credit to the writer, you are committing plagiarism, which is illegal.**

**24. For a parenthetical statement inside a parenthesis,** we use brackets, as in (…[…, ..]…).

**25. Make sure that you have checked your advisor’s academic title before** you prepare your report’s Title page where your advisor’s name appears. Use an academic title for your advisor that matches the official title listed in the school catalog.

The following is a report sample.
(This page is intentionally left blank. The Dean will sign this page)
ACKNOWLEDGMENTS

On this page, many writers thank those who supported their efforts for their education. Such people can be faculty, family members, friends, and any others.
ABSTRACT

Here you write a one to two short paragraphs summary of your project, explaining what you set out to show, and what you achieved at the end. The abstract is just enough to make the reader familiar enough so that one knows what to expect from the subject.
# CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACKNOWLEDGMENTS</td>
<td>iii</td>
</tr>
<tr>
<td>ABSTRACT</td>
<td>iv</td>
</tr>
<tr>
<td>1.0 INTRODUCTION</td>
<td>1</td>
</tr>
<tr>
<td>1.1 The Concept</td>
<td>1</td>
</tr>
<tr>
<td>1.2 Background</td>
<td>1</td>
</tr>
<tr>
<td>1.3 Objectives</td>
<td>3</td>
</tr>
<tr>
<td>1.4 Requirements</td>
<td>5</td>
</tr>
<tr>
<td>2.0 RESEARCH METHODS</td>
<td>5</td>
</tr>
<tr>
<td>2.1 Domestic Markets</td>
<td>6</td>
</tr>
<tr>
<td>2.1.1 Regional Approach</td>
<td>7</td>
</tr>
<tr>
<td>2.1.2 Network Approach</td>
<td>10</td>
</tr>
<tr>
<td>2.2 Markets Abroad</td>
<td>14</td>
</tr>
<tr>
<td>2.2.1 Regional Approach</td>
<td>16</td>
</tr>
<tr>
<td>2.2.2 Network Approach</td>
<td>20</td>
</tr>
<tr>
<td>2.3 Resource Identification</td>
<td>23</td>
</tr>
<tr>
<td>3.0 PRODUCT DEVELOPMENT CYCLE</td>
<td>24</td>
</tr>
<tr>
<td>3.1 Product Definition</td>
<td>26</td>
</tr>
<tr>
<td>3.2 Management Strategies</td>
<td>29</td>
</tr>
<tr>
<td>3.2.1 Organization</td>
<td>32</td>
</tr>
<tr>
<td>3.2.2 Tracking System</td>
<td>34</td>
</tr>
<tr>
<td>3.3 Scheduling</td>
<td>35</td>
</tr>
<tr>
<td>3.4 The New Approach</td>
<td>36</td>
</tr>
<tr>
<td>4.0 PRODUCT TESTING</td>
<td>41</td>
</tr>
<tr>
<td>4.1 Evaluation Process</td>
<td>43</td>
</tr>
<tr>
<td>4.2 Testing Effectiveness</td>
<td>46</td>
</tr>
<tr>
<td>5.0 CONCLUSION</td>
<td>50</td>
</tr>
<tr>
<td>BIBLIOGRAPHY</td>
<td>56</td>
</tr>
<tr>
<td>APPENDIX A</td>
<td>58</td>
</tr>
<tr>
<td>APPENDIX B</td>
<td>62</td>
</tr>
<tr>
<td>Figure</td>
<td>Description</td>
</tr>
<tr>
<td>--------</td>
<td>-------------</td>
</tr>
<tr>
<td>1-1</td>
<td>Current Product Survey</td>
</tr>
<tr>
<td>2-1</td>
<td>Compare Regional Markets</td>
</tr>
<tr>
<td>2-2</td>
<td>Compare International Markets</td>
</tr>
<tr>
<td>2-3</td>
<td>Resource Distribution</td>
</tr>
<tr>
<td>3-1</td>
<td>Organization Chart</td>
</tr>
<tr>
<td>3-2</td>
<td>Product Development Schedule</td>
</tr>
<tr>
<td>4-1</td>
<td>Product Evaluation Results</td>
</tr>
</tbody>
</table>
1.0 INTRODUCTION

1.1 The Concept

This is your opportunity to provide an introduction of your project to the readers. Therefore you should make the contents of this section as clear as possible.

You may want to explain your design idea and other related issues. The length of this section depends on what it takes for you to present a good introduction about this project.

…

…

1.2 Background

This section provides a background introduction of topics or issues affecting your project topic. This helps the readers understand the reasons and/or issues which either have impact or are related to your project, may it be the concept, design, methodology, applications, etc.

…

…

…

…

…

…

…
1.3 Objectives

Describe the objectives of your project. This is what you intended to achieve when you started your project.

…

…

…

1.4 Requirements

You may wish to describe the software or facility requirements for supporting your project and describe how you acquire these support, etc.

…

…

…
2.0 RESEARCH METHODS

Here you describe the research methodology you used in your project.

…

2.1 Domestic Markets

…

…

…

…

2.1.1 Regional Approach

2.1.2 Network Approach

2.2 Markets Abroad

2.2.1 Regional Approach

2.2.2 Network Approach

2.3 Resource Identification
3.0 PRODUCT DEVELOPMENT CYCLE

3.1 Product Definition

3.2 Management Strategies

... ...

3.2.1 Organization

3.2.2 Tracking System

3.3 Scheduling

3.4 The New Approach
4.0 PRODUCT TESTING

4.1 Evaluation Process

4.2 Testing Effectiveness
5.0 CONCLUSION
BIBLIOGRAPHY


{Notices:

1. List each entry by first author’s last name, or the only author’s last name *in alphabetical order*. Do not invert the names of the other authors of the same book.
2. *Book and magazine titles are printed in italic style like this line*. The rest is in regular or normal style.
3. To list personal communication or telephone interview, list the person’s last, first name, add the person’s professional title, his/her institution, and the statement *personal communication* or teleconference between commas, and give the date of the communication.
4. To list any websites, simply list them one under the other at the end of the publication’s list, separating the two groups by one return space.

Examples:

...


APPENDIX A

Include in here long research data or information which are direct results of your research and development work.

You may also include important reference information in an appendix. But you must give credit to the original author/writer where the material is presented.
APPENDIX B

Use a different APPENDIX to include different types of data or material.

...