



Philadelphia University
Faculty of Information Technology
Research Project Guide

March, 2018

Contents

1- Project Aims.....	3
2-Types of Projects.....	3
3- Graduation Project Requirements.....	4
4- Graduation Project Regulations.....	4
5- Project Registration Procedures.....	5
6- Research Project Dissertation.....	5
7. Supervisor's Assessment of the Research Project	6
Appendix A: Project Title Page.....	7
Appendix B:	
Statement by Project's Supervisor	9
Sample Abstract.....	10
Sample of Dedication Page	11
Appendix C: Research Project Forms	12

1. Project Aims

The aim of Research projects (1+2) is to provide students with the opportunity to conduct an in-depth study of a certain topic develop academic skills in research techniques. A reasonable Research Project normally takes two semesters to finish. The expected benefits for the students include:

1. extensive study of topics related to their research topic;
2. development of the theory;
3. possible implementation of the project or possibly extending current applications;
4. acquisition of skills to demonstrate findings by means of written reports, seminar, or software demonstration;

The project should be oriented to serve the aims and objectives of the department as much as possible.

2. Types of Projects

Naturally, projects vary enormously, but fit broadly into one of the following categories:

- 1- A constructive project will be judged according to its usefulness, specificity, simplicity, computational complexity, and degree of innovation. A construction includes abstract, useful computational notions, semantic representation, innovative data structures, algorithms and system design. The student must demonstrate, by formal or informal argument and by executable code, salient features of the new construction as well as justifications for the proposed design.
- 3- A theoretical project should typically include rigorously proved theorems, clearly stated axioms, and clearly set out definitions.
- 4- Project reviewing a research area will be expected to display significant study that influences the scientific approach of any field. The presented literature should thoroughly study the problem in order to show that the student has the capability of criticizing and synthesizing ideas to give a global view of the area. Hence, the bibliography must be extensive.

3. Research Project Registration Requirements

The eligible requirements needed from a student for possible registration on a Research project 1 are summarized by the followings:

- 1- A student should exceed 90 credit hours of the mandatory and elective courses.
- 2- Approval of head of department.

For research project 2: students should pass and complete all research project 1 requirements.

4. Research Project Regulations

Mainly, two committees are responsible for the regulations of research projects in each department of the faculty, Research Project Committee (RPC) and the Department Scientific Committee (DSC).

Projects, in general, are suggested through two main sources:

- 1- Staff members
- 2- Academic Industry Interactions.
- 3- Local community.

Two weeks before the semester begins, the RPC collects proposals for Research projects 1 ("project submission form" in Appendix C) from the sources mentioned above and submits them to the Head of Department (HOD). The DSC collects "Project Submission" forms from the HOD, studies each project individually in terms of its requirements and appropriateness, and produces a list of approved projects which are ready for registration procedures. The project list includes project titles, project supervisors and project requirements. The HOD receives the DSC report and gets the final acceptance from departmental council, then submits it to the RPC for announcement.

5. Project Procedures

1- Students are allowed to participate in groups. Each group should be of 3 students. However flexibility of this rule will be allowed only with the permission of the concerned head of the department.

2- From the list of the approved projects, groups can select their projects by filling the form "Selected Project form" (see Appendix C).

3- Each group that selects a project should contact the project supervisor for discussion and consultation according to the timetable formed for the selected project.

4- A Research project should not exceed two consecutive semesters (excluding the Summer semester).

5- The department council may accept Research project proposed by external academic supervisors. For all such projects, an internal academic staff member should be chosen as a second supervisor.

6- Each supervisor has to provide a project plan at the beginning of the project and needs to submit a monthly progress report to the RPC. In addition, the supervisor reports all the meetings with the students including date, time, student's attendance and main topics discussed, to follow up the progress of the project. ("Research project progress report" in Appendix C).

7- Each group should work according to the plan proposed by the supervisor.

8- University regulations (attendance requirements, etc.) shall apply to project students as well.

6. Research Project Documentation

1- The Research project document should have the following specifications:

- Written in English.
- Paper size-A4
- Left margin-3.5 cm
- Other margins -2.5 cm
- Normal text font size-12
- Main and subtitles font size-14 bold.
- Page numbering at the bottom center.

3- After the review of the project, each group must incorporate the corrections proposed by the supervisor reviewing in their report and prepare three copies with blue hard covers and golden university logo. (see Appendix (A)).

7. Supervisor's Assessment of the Research Project

The supervisor is fully responsible for the reviewing and evaluation of the research project (1 and 2).

Exam	Marks
First	20
Second	20
Evaluation	20
Final	40

Appendix A

Project Title Page



Philadelphia University

Faculty of Information Technology

Department of *(Name of Department)*

Project Title

Prepared by:
*Students' Names with
Registration numbers*

Supervised by:
Supervisor Name

Amman / Year

Appendix B

Statement by Project's Supervisor

Statement:

I hereby affirm that this project has been prepared and written under my direct supervision and guidance. I also affirm that this project has been approved for submission and evaluation.

Supervisor's Name

Signature

Date:

Sample Abstract (Required)

ABSTRACT


This is a comprehensive study of _____ by graduate students at the University of Philadelphia who are in the very final stages of completing their bachelor's degree.

Sample of Dedication Page (Optional)

To Father and Mother

Appendix C

Research Project Forms

QFO-AP-FI-GP01	اسم النموذج: طرح مشروع بحث نموذج (١) <u>Project Submission Form</u>	جامعة فيلادلفيا  Philadelphia University
رقم الاصدار: ١ Revision 1	الجهة المصدرة: كلية تكنولوجيا المعلومات الجهة المدققة: عمادة التطوير والجودة	
التاريخ: ٢٠١٧/١١/٠٥		
عدد صفحات النموذج: ١		

1. Supervisor: _____

2. Title: _____

3. Goals and Objectives

4. Brief description of the project

5. References

6. Project Requirements (Hardware & Software)

7. Company or organization (If applicable)

8. Prerequisites

9. Project Specialization (Software Engineering, Management Information System, Web Engineering, Computer Science)

10. Time schedule

Supervisor's Signature

Date


To be filled out by the supervisor, and submitted to the Graduation Project Committee

QFO-AP-FI-GP02	اسم النموذج: اختيار المشاريع لطلاب السنة الأخيرة لدراساتهم نموذج (٢) Research Project Selection Form	جامعة فيلادلفيا 
رقم الاصدار : ١ Revision 1	الجهة المصدرة: كلية تكنولوجيا المعلومات	Philadelphia University
التاريخ: ٢٠١٧/١١/٠٥	الجهة المدققة: عمادة التطوير والجودة	
عدد صفحات النموذج: ١		

<i>Student Names</i>	<i>Signature</i>	<i>Registration Numbers</i>
1.-----	-----	-----
2.-----	-----	-----
3.-----	-----	-----


<i>Project Title</i>	<i>Instructor's Name</i>

Date:-----

QFO-AP-FI-GP03	اسم النموذج: متابعة مشروع بحث نموذج رقم (٣) Research project Progress form	جامعة فيلادلفيا
رقم الاصدار : ١ Revision 1	الجهة المصدرة: كلية تكنولوجيا المعلومات	
التاريخ: ٢٠١٧/١١/٠٥	الجهة المدققة: عمادة التطوير والجودة	Philadelphia University
عدد صفحات النموذج: ١		

Project Title: _____

Week No.	Project Progress	Evaluation	Student Names	University Number
Week1	Form 1: Form 2: Chapter 1: Introduction and Theoretical Background	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week2	Chapter 1:	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week3	Chapter 1:	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week4	Chapter 2: System Requirements and Analysis	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week5	Chapter 2: System Requirements and Analysis	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week6	Chapter 2: System Requirements and Analysis	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week7	Chapter 2: System Requirements and Analysis	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week8	Chapter 2: System Requirements and Analysis	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week9	Chapter 2: System Requirements and Analysis	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week10	Chapter 2: System Requirements and Analysis	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week11	Chapter 3: Design	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week12	Chapter 3: Design	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week13	Chapter 3: Design	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week14	Chapter 3: Design	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week15	Chapter 3: Design	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		
Week16	Chapter 3: Design	<input type="checkbox"/> Completed <input type="checkbox"/> Not Completed		

QFO-AP-FI-GP04	اسم النموذج: تقييم مشروع تخرج (مشرف المشروع) نموذج (4)	جامعة فيلادلفيا
رقم الاصدار : ١ Revision 1	الجهة المصدرة: كلية تكنولوجيا المعلومات	
التاريخ: ٢٠١٧/١١/٠٥	الجهة المدققة: عمادة التطوير والجودة	Philadelphia University
عدد صفحات النموذج: ١		

عنوان المشروع	-----
الفصل الدراسي	-----
السنة الدراسية	-----

اسم الطالب:	-----
تقييم المشرف:	-----
الرقم الجامعي	-----
() %	-----

اسم الطالب:	-----
تقييم المشرف:	-----
الرقم الجامعي	-----
() %	-----

اسم الطالب:	-----
تقييم المشرف:	-----
الرقم الجامعي	-----
() %	-----

مشرف المشروع:	-----
التوقيع	-----

تاريخ: -----



QFO-AP-FI-GP05	اسم النموذج: التقييم النهائي لمشروع بحث نموذج رقم (٥)	
Revision 1	الجهة المصدرة: كلية تكنولوجيا المعلومات	
رقم الاصدار : ١		
التاريخ: ٢٠١٧/١١/٠٥	الجهة المدققة: عمادة التطوير والجودة	
عدد صفحات النموذج: ١		

عنوان المشروع	-----
الفصل الدراسي	-----
السنة الدراسية	-----

اسم الطالب	-----
الوثيقة	-----
البرمجة	-----
التقديم	-----
المجموع	-----
الرقم الجامعي	-----
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اسم الطالب	-----
الوثيقة	-----
البرمجة	-----
التقديم	-----
المجموع	-----
الرقم الجامعي	-----
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اسم الطالب	-----
الوثيقة	-----
البرمجة	-----
التقديم	-----
المجموع	-----
الرقم الجامعي	-----
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مشرف المشروع:	_____
التوقيع	_____

تاريخ قبول البحث-----

تاريخ:-----