

Students' Instructions for Thesis Defense

The undergraduate thesis defense (on campus) has been scheduled on May 17, 2023 (Wednesday)

Reporting Time: 9:00 AM

Guidelines:

1. You must submit thesis title, team members and supervisor information by May 9, 2023 5:00 PM. Link: <https://forms.gle/i139M1vdyGxxV2eG6> (each thesis group will submit one response only)
2. You must be present at the reporting time. Details about room numbers will be informed later.
3. You will have to submit the following:
 - a. **Three** copies of printout of your thesis abstract (Recommended page limit: one)
4. There will be a **“Thesis Presentations”** folder in the desktop of a designated pc in the presentation lab/class. **You will have to create a folder with your student IDs and copy your presentation slide, and pdf version of the slide in it.** For example, if your group consists of 1705xxx and 1705yyy (in ascending order of roll), your folder name will be 1705xxx_1705yyy. You must complete this within 9:20 AM.
5. You will be presenting your work in front of a thesis board consisting of three faculty members.
6. The time allotment for the presentations is as follows:
 - a. **1 person group: 13 minutes (11 minutes of presentation + 2 minutes of Q&A)**
 - b. **2 person group: 19 minutes (16 minutes of presentation + 3 minutes of Q&A)**
 - c. **3 person group: 22 minutes (18 minutes of presentation + 4 minutes of Q&A)**
 - d. **4 or more: 25 minutes (20 minutes of presentation + 5 minutes of Q&A)**
7. Presentations must cover the following:
 - a. Problem definition and motivation
 - b. Related work
 - c. Methodology
 - d. Results
 - e. Your Contribution
8. The language of presentation is English
9. All students of a group must present by turns.
10. You will decide who presents which part of the presentations. However, the board may ask any student to present any part, or interrupt during the presentation and switch the speaker.

Students' Instructions for Thesis Submission

The undergraduate thesis soft copy submission deadline on May 20, 2023 5 PM (Saturday)

The undergraduate thesis hard copy submission deadline on May 27, 2023 5 PM (Saturday)

Guidelines:

1. You **must** write your thesis according to the official Undergraduate Thesis Template (Version 2.2). You will find the template here: https://cse.buet.ac.bd/studies/ug_studies
2. You will have to submit the soft copy of your thesis dissertation at http://cse.buet.ac.bd/thesis_add/. The name of your soft copy thesis should include the student ids separated by underscores. For example, if your group consists of 1705xxx and 1705yyy (in ascending order of roll), your file name will be 1705xxx_1705yyy.pdf
3. Refer to this manual for soft copy uploading instructions: [Steps of uploading B.Sc. thesis.pdf](#)
4. After submission, you will get a confirmation receipt from <https://cse.buet.ac.bd/undergrad/ugresearch.php> which you need to keep for your records. You **must** email the confirmation receipt to your supervisor by **May 20, 2023 5.00 PM**. You do not have to physically submit the receipt to your supervisor.
5. You **must** submit the hard copy of the thesis to the department office by **May 27, 2023 5 PM**. This is also a requirement for getting clearance from the department.