



School of Engineering and Computing Sciences

Dissertation Guidelines

for

MSc in Business Information System

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“The person who makes a success of living is the one who see his goal steadily and aims for it unswervingly. That is dedication.” – Bob Dylan

Module Code CN7000

Module Name : Masters Dissertation

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1. Overview

The Masters dissertation constitutes a very significant part of the study for Master's Degree program. It is a component of all the programs, which is to be completed in the final stage of each student's postgraduate.

The dissertation is a module that provides the students with the opportunity to design undertake and conduct an independent piece of research or study related to their program of studies under the guidance of a supervisor, who is normally a member of the academic staff.

The dissertation carries 60 credits and will normally last for one semester. A dissertation report should be submitted as part as of the module and this should be complemented with a dissertation presentation and software or product demonstration. The following sections consist of a report structure and guidance on how to write a good report for Masters dissertation and to ensure that essential parts are not omitted.

2. Introduction to Masters Dissertation

The Masters dissertation allows students to engage in a substantial piece of individual research of a selected topic within the subject area that is appropriate to their course. The selected topic will be assessed for suitability to ensure sufficient academic challenge and satisfactory supervision by an academic staff.

The chosen topic will require you to:

- Identify/formulate problems and issues
- Develop a proposal
- Conduct literature reviews
- Evaluate information from general to specific levels
- Investigate and adopt suitable research methodologies
- Determine solutions by developing a system
- Implement the system and critically appraise and present findings
- Conduct system testing
- Identify the future scope and make enhancement.

3. What Makes a good research

Every piece of research work should contribute to society which means a student must do research by understanding the society's needs. It starts with a broad topic which is narrowed down to a particular area then proceeded with a systematic study of the literature; identify the research problem, framing the objectives and research questions. Students must propose innovative methods to solve the problem leading to effective and suitable solutions eventually. The solution should fulfil all the objectives and contribute to society.

4. Aim of the module

To enable students to undertake a sizeable piece of individual academic work in an area of their own interest relevant to, and demonstrating technical skills acquired in, their programme of study. Students will normally need to research one or more academic topic related areas and then apply their findings to the construction of a computer-based system. Students should take into account ethical, legal, social, and professional issues in the construction of the system.

The dissertation requires appropriate research, analysis, design, implementation, quality assurance, and evaluation and dissertation management.

5. Main topics of study

Students cover the following topics by applying knowledge and proper level of understanding to their chosen project:

- Identification of a suitable dissertation topic
- Research methods
- Literature surveys, searches and reviews
- Plagiarism and referencing
- Dissertation planning, monitoring, risk assessment and control
- Effectively engaging with academic research
- Academic writing and presentation skills
- The development, to a professional standard, of a large, non-trivial computer-based system or the critical evaluation of a recent development in the field of computing

- The documentation, to a professional standard, of a significant, problem-focused computing task including the study of the application domain, a detailed analysis of the problem and a solution to the problem.

6. Learning outcomes for the module

At the end of this module, students will be able to:

Knowledge

1. Demonstrate detailed knowledge of one chosen and highly specific area within the domain of their programme of study and communicate this knowledge through both a written report and an oral assessment.
2. Demonstrate knowledge of research methods appropriate for Masters level research and to communicate this knowledge through both a written report and an oral assessment.

Thinking skills

3. Use analytical skills in assessing the works of others to assimilate these iteratively into an integrated framework of understanding.
4. Critically reflect on the ethical, legal, and social considerations of a chosen project topic.

Subject-based practical skills

5. Write a dissertation report, which contains a practical element of at least 25%, but not exceeding 50%, of the work.
6. Construct a literature review and analyse the problem domain to which the project relates.
7. Gather relevant information and data for the purposes of research
8. Construct and implement a realistic research timetable
9. Specify, design and implement a solution to a computer science related problem.

Skills for life and work (general skills)

10. Plan the production of an extended piece of work with defined fixed delivery date.
11. Manage and deliver the production of an extended piece of work according to the submitted plan, whilst liaising with a supervisor.

7. Strategies used to enable the achievement of learning outcomes:

Module Leader will provide an overview of the dissertation, its requirements and organisation and an introduction to research methods, literature surveys and referencing. In addition, every student will be allocated a supervisor at an early stage of the module. The supervisor will support the student for the duration of the project. Project supervision will be supplemented by

- i) Meetings with the supervisor who will help students develop their research skills
- ii) Participation in project structured walkthroughs the purpose of which is to support students during the implementation stage of their project. Feedback, in the form of formative assessment, will be provided supervisors on a regular basis. Feedback will be provided throughout the module in the form of both formative and summative work.

8. Point to consider in dissertation

While doing a dissertation, you have to produce the following:

- Abstract
- A description of the problem area that is relevant to the latest technology or current issues with evidence.
- Justification for tools and techniques used
- Analysis of the problem area including supporting diagrams, figures and a clear specification of the data and information needs
- An extensive literature review
- Identification and application of appropriate research methodologies
- Critical reflection on the legal, ethical and social considerations of your research
- A full critical evaluation.
- Implementation of the system.
- Analysis, Evaluation and Conclusion
- A detailed table of references and bibliography, mostly consisting of material within the last five (5) years period.
- A timetable which should take into account sectional deliverables for the entire research project

9. Allocation of the supervisor

Every registered student for the dissertation will be allocated a supervisor. The allocation of the supervisor is done completely by the module leader along with the committee members after the proposal defending.

10. Duties of the student:

- It is the duty of students to meet their supervisor on regular basis without fail.
- During every meeting with the supervisor the students have to get the signature and the remarks from the supervisor on the supervision form (Appendix 2).
- Once the supervisors are allocated, the students are not allowed to change the supervisor. Any concern should be brought under the knowledge of the module leader.
- Students have to work with the supervisor and with accordance to the guidance given by the supervisor.

11. Duties of the supervisor:

- They have to assist the student with the selection and planning of a suitable and manageable research topic.
- Accessible to the student for consultation and discussion of the student's academic progress and research during stipulated consulting appointment.
- Responds in a timely and through manner to written work submitted by the student, with constructive suggestions for improvement and continuation.
- Make arrangements to ensure continuity of supervision when the supervisor will be absent for extended periods, e.g. a month or longer.
- Encourages the student to make presentations of research results within the University and to outside scholarly or professional bodies as appropriate.
- Assists the student to compile with any changes that need to be made to the thesis after the dissertation defence.

12. Dissertation title

Students doing MSc in Business Information System can select any one of the research area from the following for their research and should identify a suitable topic of their interest. Students must keep in mind that whatever the topic they select it must contribute to the need of the society.

- Computer Graphics
- Virtual Reality & Augmented Reality
- Data Mining
- Web Mining
- Text Mining
- Information Retrieval
- Big Data
- Database Systems
- Natural Language processing
- Neural Network
- Pattern Recognition
- High Performance Computing
- Internet and Web Technology
- Human Computer Interaction
- Information System Engineering
- Business Intelligence
- Knowledge Management
- Green Computing & Sustainability
- Network Security

13. Requirements for the dissertation:

According to University of East London it is mandatory that the students should have achieved 90 credits to register for the module. That means the students should have passed at least 3 taught modules out of 4 taught modules where each taught module contains 30 credits.

14. Module credit:

Masters dissertation is a double credited module with 60 credits.

15. Submission of document :

At the end of the semester the student has to submit the document in Turnitin and also in the form of hard bind copy (Dark blue colour). The Turnitin account will be created by the respective supervisor. The student has to keep in mind that the total word count for the MSc in Computer System Engineering should not exceed 12,500 words. The final dissertation document should be prepared based upon the format given in point 18.

16. Presentation:

Presentation is the stage where the students will present their research work and show a demonstration of the product. This will be conducted at the end of the semester in which the dissertation is undertaken. Each student will be given 30 min for the presentation. The date and venue for the presentation will be decided by committee members from the School of Engineering and Computing Science and will be informed to the students having upon been finalized. Students have to prepare the presentation slides based upon the format given in appendix 7.

17. Dissertation workshop:

Dissertation workshop is conducted for the Masters students who are going to undertake the dissertation. The main aim of this workshop is to impart the knowledge and provide training to the entire MSc CSE & MSc BIS student about how to do a research and the steps they have to follow while doing a research. The workshop will be conducted for one full day in the semester ahead before the dissertation. Once the workshop is completed the students has to identify the topics for their research and has to start with the literature review. The workshop will contain the following topics:

- Dissertation Briefing
- Research Proposal
- Literature Review
- Referencing & Citation (Harvard Referencing style)
- Research Methodology
- Result Evaluation
- Critical Analysis
- Technical Document

18. Proposal defending:

The students have to present their proposal on the day of proposal defending and have to submit a report on the proposal not more than 1500 words. The dissertation proposal of the students will be assessed by the panel members before they proceed with their research work. The outcome of the proposal defending will be announced by the module leader in three ways:

1. **Defended:** Which means the proposal of the student is accepted and can proceed further.
2. **Defended with amendment:** Which means the proposal is accepted with minor changes.
3. **Not Defended:** Which means the proposal is completely rejected. In this case the students have to come up with a new proposal.

The dissertation proposal must contain the following

- A brief introduction about the topic
- Literature Review
- Aim
- Research Problem
- Research Objectives
- Research Questions
- Research Scope
- Methodology
- Proposed Solution
- Gantt Chart

19. Assessment

The assessment for this module will be based upon the written report providing evidence of theoretical understanding and demonstrating practical work (including relevant information), which will be assessed both orally (30 Minutes) and via text report by two markers (max. 15000 words). In accordance with the framework, students **MUST** obtain a minimum of 50% overall in order to pass this module.

The dissertation element (including oral assessment) is worth 100% for this module and consists of one individual piece of work.

20. Dissertation report

Your dissertation must be written in English in typescript form on **A4 size paper**. One hard bond (Dark Blue color) copy of the Dissertation should be submitted. It is advisable to retain a copy for your own records. Please note that the submitted dissertation will only be returned in cases of failure.

When you submit the copy of your dissertation you will be asked to submit in both the form as soft copy stored in CD and hard bound document of your working papers which have formed the basis of your work; for example, copies of articles, working notes and summaries, completed questionnaires and tapes or notes of interviews. These may provide the basis for a viva voce should that be necessary.

The cover sheet of the dissertation must include the following declaration: **'I declare that the above work is my own and that the material contained herein has not been substantially used in any other submission for an academic award'**.

The dissertation must be prefaced by an abstract. This is not an introduction but a summary which outlines the plan and argument of the research project. It should include brief details of the methodology used which includes the outcome. The abstract should not be longer than 300 words. It should be included after the title page and it will be considered as part of the dissertation.

A table of contents, such as the glossary, chapters, and appendices - with page references - should be included at the front of the dissertation.

Pages should be numbered and double-line spacing used.

Diagrams, figures, tables, and illustrations should be incorporated into the text at the appropriate place, unless there is a series of them or they are continually referred to throughout the text. In this case they should be placed in appendices at the end of the report. You are advised to use drawing software's for diagrams and scan in other illustrations.

The work of other authorities must be acknowledged. When quotations or general references are made they must be suitably referenced by using the Harvard system.

Appendices should not contain material which is not used or referred to in the text. Similarly, illustrative material should not be included unless it is relevant, informative, and referred to in the text.

A bibliography should be included at the end of the dissertation and should list, alphabetically, all the sources (including magazines and newspapers) that you have consulted. Books should be listed as: Author (surname then initials); title, edition, publisher, date. Other sources such as journals, magazines, and newspapers should be treated in a similar fashion.

Table of contents

An outline of the whole dissertation is listed, setting out the order of the sections, with page numbers. It is conventional to number the preliminary pages (abstract, table of contents) with lower case Roman numerals (i.e. (i), (ii), (iii) etc.) and the main text pages (starting with the first chapter) in Arabic numerals (1, 2, 3, etc.) as shown below.

Contents	Page
List of Tables	i
List of Figures	ii
List of Abbreviations	iii
Acknowledgements	iv
Abstract	v

Chapter 1: Introduction

This section gives the introduction of your research Dissertation. It should contain:

- 1.1 Background Studies
- 1.2 Aim
- 1.3 Research Motivation
- 1.4 Research Problems
- 1.5 Research Objectives
- 1.6 Research Questions
- 1.7 Research Scope

Chapter 2: Literature Review

In this section students need to discuss thoroughly on literature related to the area or topics selected. In this section you should show where in current literature the problem was first recognized as well as what serves as the foundation for your research proposal or final report. The more references you can find that relate to the given problem statement, the more credibility it will have. This will give the reader an idea whether you have done your “homework” and know enough about the topic to start with the research project.

Guidelines for this chapter are as follows:

- What are the past literatures in your selected topic/area?
- Is there any related and suitable theory with your selected topic/area?
- How will the literatures/theories help you in determining problem statement and ideas
- Why is the selected topic/area important to do the research/system

Chapter 3: Methodology

Describe methods used along the research or Dissertation activities. In other words, describe the flow of research activities from the beginning till the end and thoroughly explain the involved steps in the activities. The research methodology chapter should include the following:

1. Introduction
2. Data Collection Methods
3. Data Analysis Methods
4. Software Development Methods

Chapter 4: Design

The Design section documents the designs that have been taken. The structures of the system and its components have to be established.

The design should also consist of the following:

- Architecture Design – Interaction between components and/or modules
- Interface Design
- System Modelling – UML diagrams
- Database Design – ERD diagram
- Story Board

Chapter 5: Implementation

In this section the student has to explain the proposed work in detail such as:

- The method used
- The proposed architecture diagram
- The proposed algorithm
- How they have solved the problem
- System Screenshots

Chapter 6: Results Analysis

The result analysis section contains the result obtain from the experiment. These results have to analysed and compare it with existing work. The data have to be collected from the experiment for the analysis.

Chapter 7: Testing

In this phase the students have to test the system for the accuracy. This is also called as system testing.

Chapter 8: Conclusion & Future Work

This is the final section where you will conclude the work. While writing this section you have to touch on all the chapters. Finally you have to comment on any future enhancement which can be done to the work.

References

It contains the list of references in Harvard referencing style.

Appendix

The appendix will contain sample questionnaires and attendance log.

List of tables and figures

You can present a list of the tables and figures you have included at the beginning of your project report.

A table is a presentation of data in tabulated form; a figure is a diagrammatic representation of data or other material. Tables and figures should be clearly and consistently numbered, either above or below the table or figure. Each table and figure should have a separate heading (caption). The reader should be able to understand what the table or figure is about from this heading / caption without referring to the text for explanations. The numbers of tables and figures you have used in the text should correspond with the lists at the beginning.

Main body of document, appropriately structured (*this structure may vary depending on the nature of your dissertation.*)

Bibliography / References

Appendices (*these should only contain material which is genuinely supportive of the argument in the main body of the dissertation.*)

Supervisor Contact Log (completed)

Report Format

Font Style	Times New Roman
Font Size	Main Heading : 16 Sub Heading : 14 Content : 12 Line spacing : 1.5 Paragraph spacing : Double

21. Referencing style

Students must follow the Harvard Referencing style.

The referencing system outlined can be found in the following website:

<http://www.library.dmu.ac.uk/Images/Selfstudy/Harvard.pdf>

1. Example of Harvard referencing

Carter persisted with the 'responsible' import based recovery programme, hoping that the Germans and Japanese would ultimately follow their example. As a consequence of this policy the US trade deficit increased from \$9.5 billion in 1976 to \$31.1 billion in 1977 (Stein 1998, p159).

2. (Stein 1998, p159) would appear after a direct quotation, or as in this case, the presentation of an idea. Direct quotes of more than 30 words or so should be indented on either side.

3. Example:

In my view, and notwithstanding some of the really important theoretical insights and results that the concept has generated, there are problems in trying to apply the concept of utility that have not had the attention they deserve. However, economists are now beginning to take more interest in the extent to which psychological evidence can inform the development of economic models.

(Anand, 2006, p223)

All books etc. you have cited in the text are listed in a reference list at the end of the dissertation in alphabetical order: author, initials, date, title, place of publication, publisher. Stein would thus appear as:

4. Stein, J (1998) *The Locomotive Loses Power: The Trade and Industrial Policies of Jimmy Carter*; in Fink, G & Graham, HD (eds) *The Carter Presidency: Policy Choices in the Post New-Deal Era*, Lawrence, Kansas: University Press of Kansas.

Note that this is a chapter in a publication edited by someone else. The full volume also needs to be cited thus:

5. Fink, G & Graham, HD (1998) *The Carter Presidency: Policy Choices in the Post New-Deal Era*, Lawrence, Kansas: University Press of Kansas.

Note the use of italics in these two examples. It is always the title of the book that is italicised.

All books etc. you have cited in the text are listed in a bibliography at the end of the dissertation in alphabetical order: author, initials, title, publisher, date. Mansfield would appear as:

6. Mansfield, E.; Microeconomics: Theory & Applications, Norton and Company, 1995

If there is more than one book, journal article etc. by the same author your references will normally be distinguished by the year of publication. If the author has published more than one work in the same year, show them as 1992a, 1992b etc.

Ensure that your document is spell-checked and pay particular attention to grammatical and punctuation errors.

22. Plagiarism

Plagiarism is when you present someone else's work, words, images, ideas, opinions or discoveries, whether published or not, as your own. It is also when you take the artwork, images or computer-generated work of others, without properly acknowledging where this is from or you do this without their permission. Plagiarism is considered to be one of the greatest offences in the academic code of conduct. If any student is found plagiarized then that student will be penalized for the act. It can lead to student detention in project. Keeping this point in the mind the students have to do their work. Proper In-Text-Citation and References should be given in the document if those materials were taken from others work.

Examples of plagiarism include:

- Directly copying from written work, physical work, performances, recorded work or images, without saying where this is from;
- Using information from the internet or electronic media (such as DVDs and CDs) which belongs to someone else, and presenting it as your own;
- Rewording someone else's work, without referencing them;
- Handing in something for assessment which has been produced by another student or person.

Appendix 1 CN7000 Module Guide

Module Title: Dissertation	Module Code: CN7000 Level: 7 Credit: 60 ECTS credit: 30	Module Leader: Mr. Joshua Samual
Pre-requisite: 90 credits completed		Pre-cursor: None
Co-requisite: None		Excluded combinations : None
Location of delivery: UEL		
Main aim(s) of the module:		
Conduct a research project of M level quality related to the scope of the selected MSc programme.		
Main topics of study:		
<ul style="list-style-type: none"> • Research methods • Literature surveys, searches and reviews • Plagiarism and referencing • Project planning, monitoring, risk assessment and control • Effectively engaging with academic research • Academic writing and presentation skills • The development, to a professional standard, of a recent development in the field of computer science 		
Learning Outcomes for the module		
At the end of this module, students will be able to:		
<i>Knowledge</i>		
<ol style="list-style-type: none"> 1. Demonstrate detailed knowledge of one chosen and highly specific area within the domain of their programme of study and communicate this knowledge through both a written report and an oral assessment. 2. Demonstrate knowledge of research methods appropriate for Masters level research and to communicate this knowledge through both a written report and an oral assessment. 		
<i>Thinking skills</i>		
<ol style="list-style-type: none"> 3. Use analytic skills in assessing the works of others to assimilate these iteratively into an integrated framework of understanding. 4. Critically reflect on the ethical, legal, and social considerations of a chosen project topic. 		
<i>Subject-based practical skills</i>		
<ol style="list-style-type: none"> 5. Write a dissertation report, which contains a practical element of at least 25%, but not exceeding 50%, of the work. 6. Construct a literature review and analyse the problem domain to which the project relates. 7. Gather relevant information and data for the purposes of research 8. Construct and implement a realistic research timetable 9. Specify, design and implement a solution to a computer science related problem. 		
<i>Skills for life and work (general skills)</i>		
<ol style="list-style-type: none"> 10. Plan the production of an extended piece of work with defined fixed delivery date. 		

11. Manage and deliver the production of an extended piece of work according to the submitted plan, whilst liaising with a supervisor.

Teaching/ learning methods/strategies used to enable the achievement of learning outcomes:

Lectures and workshops. Extensive use will be made of the University's virtual learning environment. Feedback will be provided throughout the module in the form of both formative and summative work. Supervisory sessions with a supervisor for support in a specialist area/topic of research will be given.

Assessment methods which enable students to demonstrate the learning outcomes for the module; please define as necessary:

Written proposal (1500 words)
Written dissertation providing evidence of theoretical understanding and demonstrating practical work, which will be assessed both orally (30 minutes) and as text by two markers (max. 15000 words)

Weighting:

100%

Learning Outcomes demonstrated:

1-11

Reading and resources for the module:

Dawson, C.W. (2006) Projects in Computing and Information Systems, A Student's Guide, ISBN: 0-321-26355-3.

Glasman-Deal, H. (2009) Science Research Writing for Non-Native Speakers of English, Imperial College Press ISBN : 978-1-84816-310-2

Levin, P. (2008) Excellent dissertation. Open University Press, ISBN – 13: 978 0035 21822 6.

Lock, D. (2007) Project Management. Gower ISBN-10: 0566087723 ISBN-13: 978-056608772.

Reason, P. and Bradbury-Huang, H. (eds) (2007) The SAGE Handbook of Action Research: Participative Inquiry and Practice. Sage ISBN-10: 1412920299 ISBN-13: 978-1412920292

Rugg, G. and Petre, M (2007) A Gentle Guide to Research Methods. Open University Press, ISBN – 13: 978 0335 21927 8.

Saunders, M.N.K., Lewis, P. & Thornhill, A., (2002) Research Methods for Business Students. Prentice Hall, ISBN: 0273658042.

Sharp, H.K. and Peters, J.A. (2002) The Management of a Student Research Project. Gower Publishing Limited, ISBN: 0566084902.

Walliman, N.S.R. (2000) Your Research Project: A Step-by-Step Guide for the First-time Researcher. Sage Publications Ltd. ISBN: 0761965394.

Indicative learning and teaching time (10 hrs per credit):	Activity
1. Student/tutor interaction: 14 hours 10 hours 2 hours	Activity Research method classes Supervisory sessions Preparation for oral examination
2. Student learning time: 82 hours 492 hours	Activity Management and planning of dissertation Theoretical and practical based Dissertation
Total hours (1 and 2):	600 hrs

Appendix 2 Record of Supervision

This is a Dissertation supervision form. It is the duty of the student to take the print out of this form and get the sign from the supervisor. This also acts as a proof of your attendance.

<u>Postgraduate Dissertation</u>			
<u>Record of Supervision</u>			
Student No	:	Supervisor's Name	:
Date	:	Time	:
Location:			
Summary of main points discussed:			
Actions agreed for student :			
Actions agreed for supervisor :			
Date of next supervision:			
Student's signature :			
Supervisor's signature :			



TITLE OF THE DISSERTATION

A Dissertation work submitted to the UNIVERSITY OF EAST LONDON in partial fulfillment of the requirements for the award of the degree of

MSc in Business information System

by

Name of the student
UEL Register Number

Guided by

Internal Guide Name

School of Engineering & Computing Sciences (SOECS)
FTMS COLLEGE
CYBERJAYA
MALAYSIA

Submission Month & Year

Appendix 4 Declarations



FTMS COLLEGE

**CYBERJAYA
MALAYSIA**

This is to certify that this Dissertation work entitled

TITLE OF THE DISSERTATION

is a bonafide record of the Dissertation work done

by

**Name of the student
UEL Register Number**

at FTMS College, Malaysia during the year <ACADEMIC YEAR> in partial fulfillment of the requirements for the award of the degree of

MSc in Business Information System

**Internal Supervisor Name
Designation**

Submitted for the University of East London and the Presentation held at FTMS College, Cyberjaya, Malaysia on _____.

Appendix 5 Certificate



(Certificate from the Internal Guide)

Supervisor Name
Designation
FTMS College
Cyberjaya, Malaysia.

CERTIFICATE

This is to certify that this Dissertation entitled “ “
submitted in partial fulfillment of the requirements for the award of the degree of **MSc in Business Information System** the University of East London, UK through FTMS College, Cyberjaya, Malaysia is a bonafide record of the work done by <Name of the student> (Reg.No.) under my supervision and guidance.

Date :

Signature of the Supervisor

Appendix 6 Dissertation Proposal

DISSERTATION PROPOSAL

Programme:

Year:

Student Name:

Semester:

Student Number:

Title:

Problem Statement:

Aim:

Objectives:

Methodology:

Rational:

Proposed Supervisor Name:

Signature:

Date:

Appendix 7 Presentation Slides Sample



Name:
UEL ID:
Intake:
Programme Name:
Research Title:
Supervisor:
Co – Supervisor:

Outline

- Abstract
- Introduction
- Background Studies
- Aim
- Research Motivation
- Research Problem
- Research Objectives
- Research Questions
- Research Scope
- Literature Review
- Methodology
- Implementation
- Experimental Result & Analysis
- Testing
- Critical Analysis
- Conclusion
- Future Enhancement
- Reference List

Abstract

Background Studies

FORMAT

Topics	Font Name	Font Size	Font Style
Heading	Times New Roman	24	Bold
Subheading	Times New Roman	14	Bold
Text Content	Times New Roman	18	Normal
Equations	Times New Roman	12	Italic
Reference List (Harvard Referencing)	Times New Roman	12	Normal

Appendix 8: Rubrics

MSc Dissertations in Business Information Systems – 25% Practicals

Criteria / Marks	Distinction (70%+)	Merit (60-69%)	Pass (50-59%)	Fail (less than 50%)
Overall and Introduction (5 marks)	The problem addressed in the Dissertation is a significant technical or academic one, and has been shown to be so by the student. The Dissertation could form the basis for published work (very high academic quality piece of written work) .	The problem addressed in the Dissertation is a significant technical or academic one, and has been shown to be so by the student. The work would need substantial development were it to form the basis for published work.	The problem addressed in the Dissertation is a significant technical or academic one, and has been shown to be so by the student. The work would need major revision were it to form the basis for published work.	Does not address a sufficiently challenging problem . The work is not publishable material .
Aim, Objectives, and Rationale (5 marks)	The aim and research objectives (questions or hypotheses) are very clear . Has provided an excellent rationale for the research.	The aim and research objectives (questions or hypotheses) are very clear . Has provided a very good rationale for the research.	The aim and research objectives (questions or hypotheses) are clear . Has provided a sufficiently good rationale for the research.	The aim and research objectives (questions or hypotheses) are very vague . Has provided a very weak rationale for the research.
Literature Survey (15 marks)	In addressing the problem the student has evidenced a critical understanding of the relevant research literature. Have extensively conducted critical analysis and synthesis for the literature review. Most literature surveyed is up to date .	In addressing the problem the student has evidenced an understanding of the relevant research literature, albeit with limited critique . Have conducted some critical analysis and synthesis for your literature review. Some literature survey is up to date .	In addressing the problem the student has evidenced some understanding of relevant literature, albeit largely descriptive . Has conducted very little critical analysis and synthesis for your literature review. Most literature surveyed is dated .	In addressing the problem the student has evidenced very limited understanding of relevant literature. Has conducted no critical analysis and synthesis for your literature review. All literature surveyed is dated .
Methodology (10 marks)	The student has demonstrated a sound justification for the methodology adopted and has carried out the methodology in an insightful and professional manner, demonstrating originality and a self-critical evaluation of effectiveness.	The student has demonstrated a sound justification for the methodology adopted and has carried out the methodology effectively .	The student has demonstrated some justification for the methodology adopted and has carried out the methodology effectively .	Adopts an inappropriate and poorly justified methodology.

MSc Dissertations in Business Information Systems – 50% Practicals

Criteria / Marks	Distinction (70%+)	Merit (60-69%)	Pass (50-59%)	Fail (less than 50%)
Overall and Introduction (5 marks)	The problem addressed in the Dissertation is a significant technical or academic one, and has been shown to be so by the student. The Dissertation could form the basis for published work (very high academic quality piece of written work).	The problem addressed in the Dissertation is a significant technical or academic one, and has been shown to be so by the student. The work would need substantial development were it to form the basis for published work.	The problem addressed in the Dissertation is a significant technical or academic one, and has been shown to be so by the student. The work would need major revision were it to form the basis for published work.	Does not address a sufficiently challenging problem . The work is not publishable material.
Aim, Objectives, and Rationale (5 marks)	The aim and research objectives (questions or hypotheses) are very clear . Has provided an excellent rationale for the research.	The aim and research objectives (questions or hypotheses) are very clear . Has provided a very good rationale for the research.	The aim and research objectives (questions or hypotheses) are clear . Has provided a sufficiently good rationale for the research.	The aim and research objectives (questions or hypotheses) are very vague . Has provided a very weak rationale for the research.
Literature Survey (10 marks)	In addressing the problem the student has evidenced a critical understanding of the relevant research literature. Have extensively conducted critical analysis and synthesis for the literature review. Most literature surveyed is up to date .	In addressing the problem the student has evidenced an understanding of the relevant research literature, albeit with limited critique . Have conducted some critical analysis and synthesis for your literature review. Some literature survey is up to date .	In addressing the problem the student has evidenced some understanding of relevant literature, albeit largely descriptive . Has conducted very little critical analysis and synthesis for your literature review. Most literature surveyed is dated .	In addressing the problem the student has evidenced very limited understanding of relevant literature. Has conducted no critical analysis and synthesis for your literature review. All literature surveyed is dated .
Methodology (10 marks)	The student has demonstrated a sound justification for the methodology adopted and has carried out the methodology in an insightful and professional manner, demonstrating originality and a self-critical evaluation of effectiveness.	The student has demonstrated a sound justification for the methodology adopted and has carried out the methodology effectively .	The student has demonstrated some justification for the methodology adopted and has carried out the methodology effectively .	Adopts an inappropriate and poorly justified methodology.
Implementation (45 marks)	All the functionalities needed for the chosen system are working very perfectly which was very well demonstrated during the demo of the system.	All the functionalities needed for the chosen system are working good which was well demonstrated during the demo of the system.	All the functionalities needed for the chosen system are working moderately which was demonstrated during the demo of the system.	All the functionalities needed for the chosen system are working poorly which was demonstrated during the demo of the system.