King Fahd University of Petroleum and Minerals

Department of Physics

Physics 503 - Term 142

Subject: guidelines for report, presentation and advisor-student interaction

**Report**

* **Title page**
	+ **Title of the experiment**
	+ **Course name and term**
	+ **Name of student and ID number**
	+ **Name of supervisor**
	+ **Date of submission**
* **Table of contents page**
* **Abstract page (maximum 1/2 page) 1/25**
	+ Brief summary of the technique used and main findings.
* **Introduction(maximum 2 pages) 5/25**
	+ Background including, basic principle and theory, a brief review of literature.
	+ Objectives
* **Experimental details(maximum 4 pages)  6/25**
	+ Description of equipment
	+ Sample preparation
	+ Description of methods used.
* **Results and Discussion(maximum 6 pages) 9 /25**
	+ States the results of the research.
	+ Data analysis
	+ Discussion of results
* **Conclusion(maximum 1/2 page)  1/25**
	+ Summary of results and main findings.
* **References (maximum 1 pages)  1/25**

**Overall  2/25**

**Presentation**

* **Project Title , student’s name, supervisor’s name**
* **Presentation Outline(max 1 slide)**
	+ Introduction
	+ Theoretical Background
	+ Experimental
	+ Results and Discussion
	+ Conclusion
* **Introduction(max 3 slides)**
	+ Brief review of the work and literature.
* **Theoretical Background(max 2 slides)**
	+ Basic principle
* **Experimental procedure(max 3 slides)**
	+ Equipment used
	+ Sample fabrication
	+ Experimental measurement
* **Results and Discussion(max 5 slides)**
	+ Data Analysis and Interpretation
* **Conclusion(max 1 slide)**

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| --- | --- |
|  | **grades** |
| **Subject knowledge**Correctness of the slides Question and answerSubject understanding | **10/25** |
| **Clarity** Graphics Logical sequence of presentation | **6/25** |
| **Delivery**  Eye contact and Body language Language and Sound level | **3/25** |
| **Time management** Not exceeding the allocated time Balanced time distribution among topics | **3/25** |
| **overall** | **3/25** |

**Advisor-Student Interaction**

* **Punctuality and Meeting deadlines****3/20**
* **Development of experimental skills8/20**
	+ Preparation for experiment - reading
	+ Participation in doing the experiment
	+ Checking validity of data
	+ Keeping the experimental area clean and in order
	+ Maintain experimental record
* **Interaction with Advisor6/20**
	+ Attitude and behavior
	+ Answering questions
	+ Discussing the experimental procedure and results
* **Ethical Responsibility2/20**
	+ Reporting his own data
* **Safety Concern1/20**
	+ Wearing proper safety gadgets
	+ Handling equipment and chemicals properly