YZUIEM
元 智 大 學 工 管 系

畢業專題說明會
Graduation Project Seminar

主講人：蔡介元主任
Speaker: Chieh-Yuan Tsai, Chair
2024/11/13(Wed)

Graduation Project Execution Method

◆ **Graduation Project Curriculum Design:**

1. The graduation project is Capstone course (integrated course) of IEM department, which aims to train students to solve complex industrial engineering and management-related issues in a teamwork manner.
2. A three-credit required course in the first semester of the senior year.

◆ **Grouping:**

1. For teamwork, there must be 2~3 students in one group. After completing the grouping and confirming the **IEM advisor**, submit the "Agreement" and "Team Form" to the IEM office within the specified time.
2. Each advisor can guide up to 6 students.
3. Students who fail to submit the forms within the specified time will be forcibly divided into groups by the IEM office. No exception is allowed.
4. Those who cannot form a group of 2 to 3 students due to special reasons (such as those who drop out this course in the same group) need to be approved by the chair of the IEM.

Graduation Project Execution Method

◆ **Course selection:**

1. When the senior year begins, students need to confirm course selection. Those who take courses during other periods, please make sure to select the courses of "Graduation Project" by yourself.
2. Those who have taken the "Graduation Project" course **in the first semester of their senior year and failed in this course are allowed to take the graduation project course of the second semester in their senior year.**

◆ **Time schedule:**

1. **Second semester of junior year:** Discuss with advisor and form initial topic.
2. **Summer vacation from junior to senior year:** Intensive discussion with the advisor to determine the title, and complete the preliminary results before the start of the semester.
3. **The first semester of the senior year:** Regularly discuss with the advisor, and continue to improve and complete the graduation project. **The advisor may decide whether the group is qualified to join mid-term/final presentation or not.**

◆ **Teamwork type:**
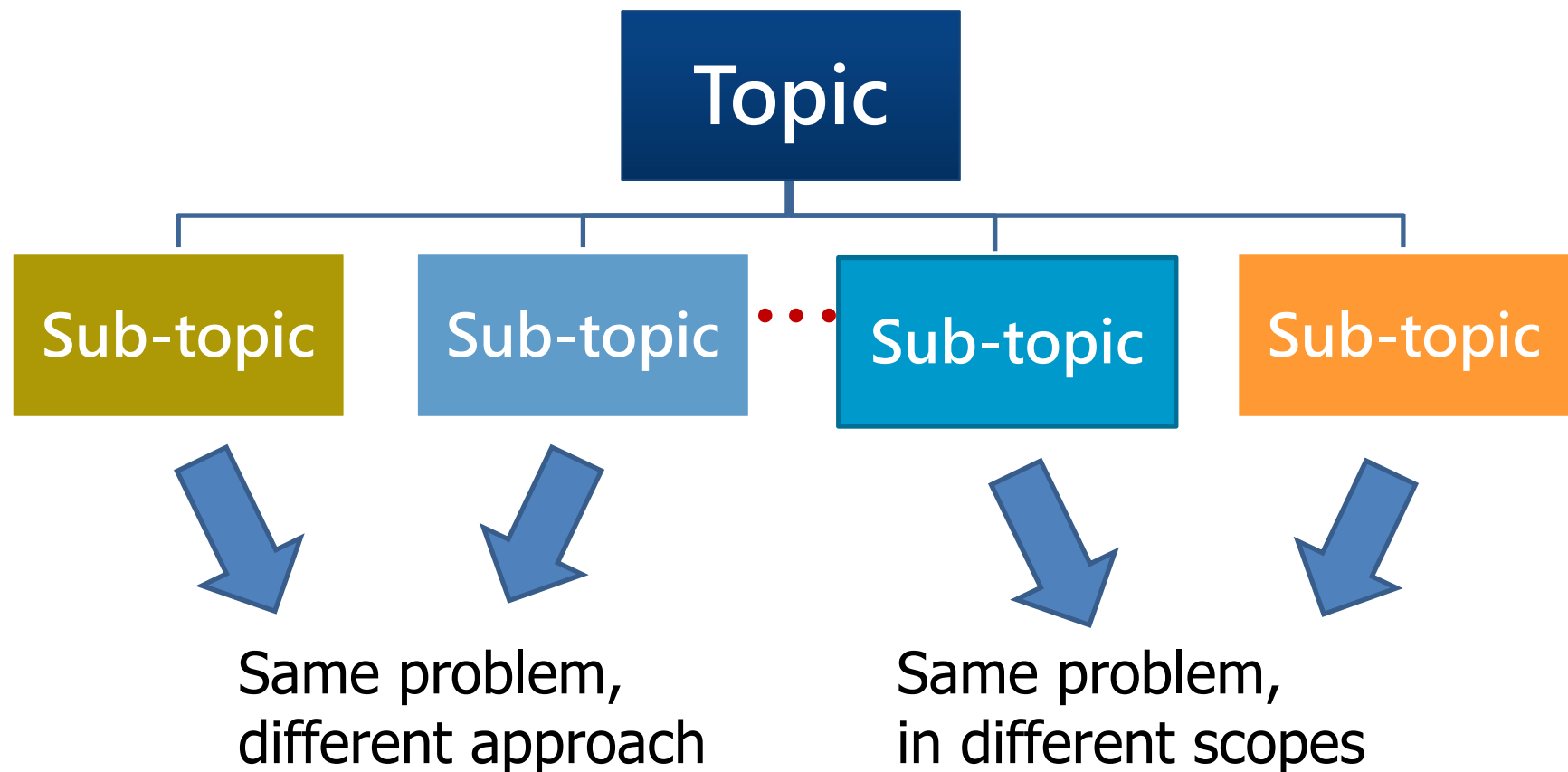
- Teamwork can be done in a parallel or sequential way.

◆ **Grade assessment:**

- The grades will be assessed by **the advisor** and the **review committees**.
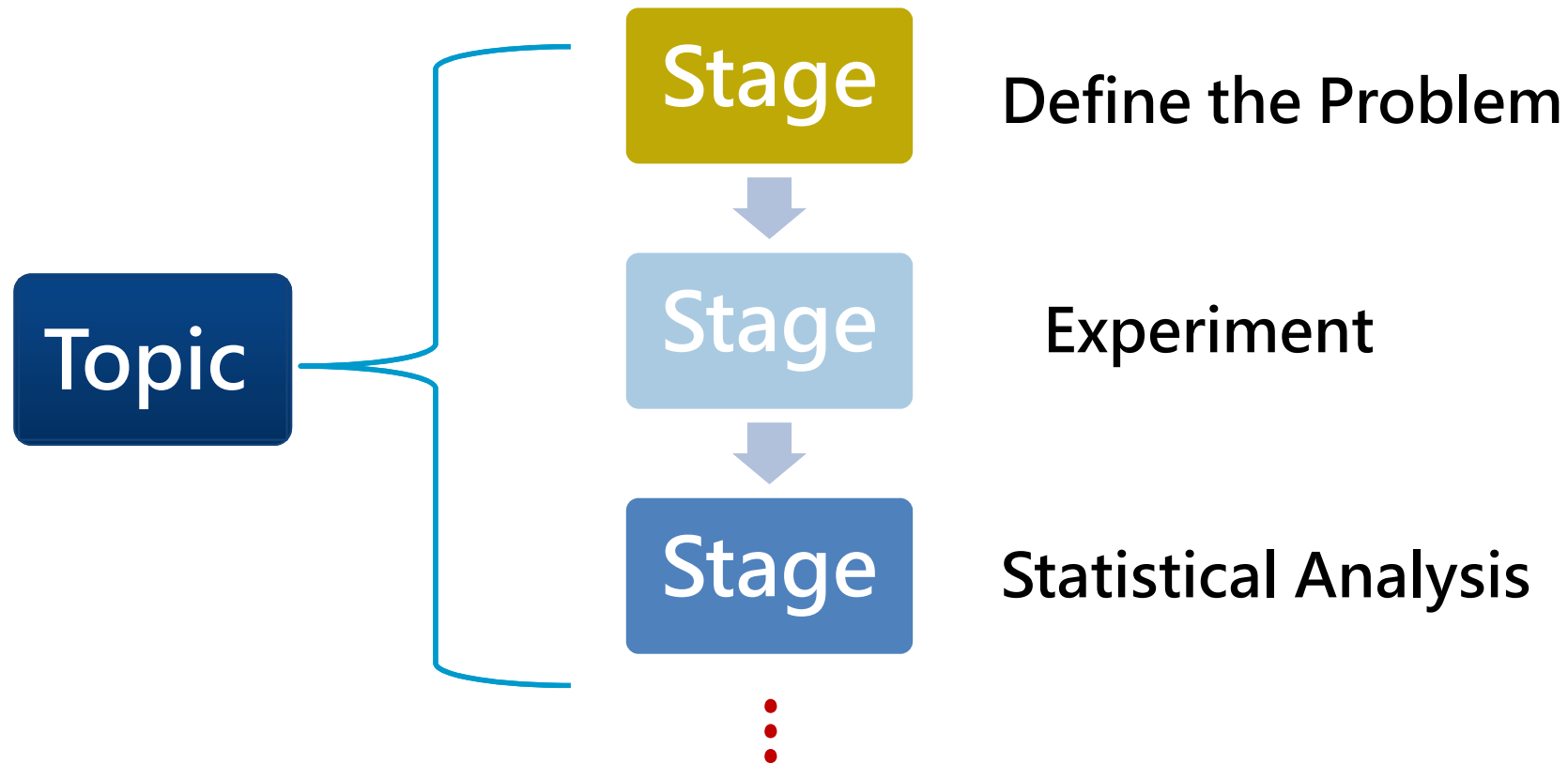
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Teamwork Diagram : Parallel


```
                    Topic
   ┌──────────┬───────────┬──────────┐
Sub-topic   Sub-topic  Sub-topic  Sub-topic
```

Same problem,
different approach

Same problem,
in different scopes

4

Teamwork Diagram：Sequential

◆ **Advisor Agreement and Team Form**

- **Within 4 weeks after the mid-term exam in the first semester of junior year**: Submit "Advisor Agreement" and "Team Form" .
- **Those who study graduation project course in other semester:** You must confirm this situation with your IEM advisor, and submit "Advisor Agreement" and "Team Form" within 4 weeks after the mid-term exam of the previous semester.
  For example, students taking courses in the second semester of the senior year: Within 4 weeks after the mid-term exam in the first semester of the senior year, you need to confirm your IEM supervisor, and submit the "Advisor Agreement" and "Team Form" .

◆ **Graduation Project Advisor Replacement Form**

- If you need to change the advisor after submitting the " Advisor Agreement ", you must be agreed by both new and old advisors, and re-submit the "Advisor Agreement ", "Replacement Form" and "Team Form" to the IEM office.

◆ Weekly Report

- From the beginning of the summer vacation of the junior year to the senior year until the final report period of the senior year, the content of the weekly report must be recorded.
- Briefly describe the progress of each week, and report it to the advisor by e-mail or in person to confirm the progress.

◆ Graduation Project Application Form

- Senior year students must submit the "Graduation Project Application Form" (including the "Teamwork Diagram") to the IEM Office 2 weeks before the start of the first semester of the senior year.
- In order to coordinate the grouping for the graduation project competition, please confirm the classification of the theme ("Theoretical Exploration", "Practical Application", "Industrial Practice") with your advisor, and select one in the "Graduation Project Application Form".

◆ Form and sample download

- Please go to https://www.iem.yzu.edu.tw/chinese →大學部學生→畢業專題 to download the relevant forms.

Review Progress

◆ **Mid-term Review**

Time： Implemented in the 5th to 6th week of the first semester of the senior year (about mid-October)

Content：

- Innovation and Difficulty
- Improve the content integrity of the plan and proposal report
- Expression skills

Reviewer： IEM professors and phd students

◆ **Final Review**

Time： Implemented in the 15th-16th week of the first semester of the senior year (about mid-December)

Content：

- Did you actually respond to the mid-term review comments?
- The content of the integration of what has been learned
- Report Content Integrity and Expression skills

Reviewer： IEM professors and phd students, and representatives from outside the school

Graduation Project Competition

In order to encourage students to improve their graduation project content, a "Graduation Project Competition" will be held in the second semester of the senior year

◆ Phase I of the primary selection list

Students with outstanding performance are recommended by the advisor and reviewer, and reviewed by the advisor.

◆ Phase II Written Review

The Student Affairs Committee of the IEM will review the first-phase writing reports.

◆ Selected for graduation project competition

The various group reports selected in phase II will be selected for competition, and certificates and bonuses will be awarded.

- **Time** : Before the final exam week of the "Industrial Engineering Practice Project" course in the second semester of the senior year. The time is subject to the announcement.
- **Attendees** : All seniors should participate in the whole process, and juniors choose one session.
- **Clothing** : Please wear formal attire when attending project report reviews and competitions.

Thank you for attention!