**Form A: Graduation Project Proposal**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | | **Term** | **Department** | | **Course Code** | **Supervisor Name** | | |
|  | |  |  | |  |  | | |
| **Project Title (in Arabic)** | | |  | | | | | |
| **Project Title (in English)** | | |  | | | | | |
| **Project Description** | | | | | | | | |
|  | | | | | | | | |
| **No** | **Objectives of Graduation Project (1)** | | | | | | **Weight**  **(%)** | **Duration of execution**  **(per week)** |
| 1 |  | | | | | |  |  |
| 2 |  | | | | | |  |  |
| 3 |  | | | | | |  |  |
| 4 |  | | | | | |  |  |
| **Total duration of execution (weeks)** | | | | | | | |  |
| **Expected Results** | | | |  | | | | |
| **Soft and Hard Requirements** | | | |  | | | | |
| **No** | **Objectives of Graduation Project (2)** | | | | | | **Weight**  **(%)** | **Duration of execution**  **(per week)** |
| 1 |  | | | | | |  |  |
| 2 |  | | | | | |  |  |
| 3 |  | | | | | |  |  |
| 4 |  | | | | | |  |  |
| **Total duration of execution (weeks)** | | | | | | | |  |
| **Expected Results** | | | |  | | | | |
| **Resource Requirements** | | | |  | | | | |
| **Number of Students** | | | |  | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Decision of the Department Graduation Project Coordinator** | 🞎 Accepted 🞎 Not Accepted  Name: | **Signature** |  |
| **Decision of the College Graduation Project Coordinator** | 🞎 Accepted 🞎 Not Accepted  Name: | **Signature** |  |
| **Decision of the Department Council** | 🞎 Accepted 🞎 Not Accepted  Name: | **Signature** |  |

**Form B: Graduation Project Work Plan**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | | | | **Term** | | **Department** | | | **Week** | | | **Course Code** |
|  | | | |  | |  | | |  | | |  |
| **Project Title** | | | |  | | | | | | | | |
| **Students Names and IDs** | | | **1** | Name | |  | | | | | ID |  |
| **2** | Name | |  | | | | | ID |  |
| **3** | Name | | |  | | | | ID |  |
| **4** | Name | | |  | | | | ID |  |
| **No** | **Objectives of Graduation Project** | | | | | | | | | **Weight**  **(%)** | | **Duration of execution**  **(per week)** |
| 1 |  | | | | | | | | |  | |  |
| 2 |  | | | | | | | | |  | |  |
| 3 |  | | | | | | | | |  | |  |
| 4 |  | | | | | | | | |  | |  |
| **Total duration of execution (weeks)** | | | | | | | | | | | |  |
| **Project Work Plan** | | | | | | | | | | | | |
| **No** | | **Task** | | | **Objective** | **Weight** | | **Student ID** | | **Duration** | | **Expected Outcomes** |
| 1 | |  | | |  |  | |  | |  | |  |
| 2 | |  | | |  |  | |  | |  | |  |
| 3 | |  | | |  |  | |  | |  | |  |
| **Total duration (weeks)** | | | | | | | | | |  | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Supervisor** |  | **Signature** |  |
| **Department Project Coordinator** |  | **Signature** |  |

**Form C: Follow up Report of Graduation Project**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | | | **Term** | **Department** | **Week** | | **Course Code** |
|  | | |  |  |  | |  |
| **Project Title** | | |  | | | | |
| **No** | **Objectives** | | | | **Execution (%)** | **Obstacles, if any** | |
| 1 |  | | | |  |  | |
| 2 |  | | | |  |  | |
| 3 |  | | | |  |  | |
| 4 |  | | | |  |  | |
| **Student Assessment (Preliminary)** | | | | | | | |
| **No** | | **Student Name and ID** | | | | | **Grade** |
| 1 | |  | | | | |  |
| 2 | |  | | | | |  |
| 3 | |  | | | | |  |
| 4 | |  | | | | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Observations of Supervisor** |  | | |
| **Name** |  | **Signature** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Observations of Department Project Coordinator** |  | | |
| **Name** |  | **Signature** |  |

**Form D: Graduation Project Report Approval for Defense**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | | | **Term** | **Department** | **Week** | | **Course Code** |
|  | | |  |  |  | |  |
| **Project Title** | | |  | | **Supervisor** | |  |
| **Students Names and IDs** | | **1** | Name: ID: | | | | |
| **2** | Name: ID: | | | | |
| **3** | Name: ID: | | | | |
| **4** | Name: ID: | | | | |
| **No** | **Executed Objectives** | | | | | | |
| 1 |  | | | | | | |
| 2 |  | | | | | | |
| **No** | **Not Executed Objectives** | | | | | **Reason** | |
| 1 |  | | | | |  | |
| 2 |  | | | | |  | |

**For Official Use (To be filled by the Chairman of the Defense Committee)**

|  |  |
| --- | --- |
| **Is the project report completed?** |  |
| **What is the percent of plagiarism in the project report?** |  |
| **Is the presentation ready?** |  |
| **Are the other components of the project prepared?** |  |

|  |  |  |
| --- | --- | --- |
| **Decision of the Defense Committee** | | |
| **The project is ready for defense** | **Requirements must be completed before defense** | **The project is not ready for defense** |
| 🞎 | 🞎 | 🞎 |
| **Name:** | **Signature:** | |
| **1-** |  | |
| **2-** |  | |
| **3-** |  | |

**Form E: Student Assessment by Supervisor**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | | **Term** | **Department** | | **Date** | | **Course Code** | |
|  | |  |  | |  | |  | |
| **Project Title** | |  | | | | | | |
| **Student Name** | |  | | **ID** | |  | | |
| **No** | **Assessment Criteria** | | | | | **Full Mark** | | **Student Mark** |
| 1 |  | | | | |  | |  |
| 2 |  | | | | |  | |  |
| 3 |  | | | | |  | |  |
| 4 |  | | | | |  | |  |
| 5 |  | | | | |  | |  |
| 6 |  | | | | |  | |  |
| 7 |  | | | | |  | |  |
| **Total** | | | | | | **50** | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Marks in words** |  | | |
| **Project Supervisor** |  | **Signature** |  |

**Form F: Student Assessment by Defense Committee**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | | **Term** | **Department** | | **Date** | | **Course Code** | |
|  | |  |  | |  | |  | |
| **Project Title** | |  | | | | | | |
| **Student Name** | |  | | **ID** | |  | | |
| **No** | **Assessment Criteria** | | | | | **Full Mark** | | **Student Mark** |
| 1 |  | | | | |  | |  |
| 2 |  | | | | |  | |  |
| 3 |  | | | | |  | |  |
| 4 |  | | | | |  | |  |
| 5 |  | | | | |  | |  |
| 6 |  | | | | |  | |  |
| 7 |  | | | | |  | |  |
| **Total** | | | | | | **50** | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Marks in words** |  | | |
| **Defense Committee** | Name: | **Signature** |  |
| Name: | **Signature** |  |
| Name: | **Signature** |  |

**Observations of the defense committee (if any):**