The Progress Report

1.1   Purpose

The ICS5200 Dissertation requires the production of a progress report, which needs to be agreed upon, approved and signed off, by both student and supervisor(s). Students are obliged to produce a report according to departmental procedures. Further work on this study unit can only proceed after due approval of this report.

The main aims of the progress report are:

- To establish a checkpoint between supervisor and student: the problem (aims and objectives), methodology and evaluation plan, should have been defined by this point.

- Establish a plan of action milestones and as such to ascertain whether the timeline proposed by the student is realistic.

- An opportunity for the supervisor(s) to give feedback on the plan of action.

1.2   Format and Expected Content

The ICS5200 Progress Report should consist of 2 main components:

- A work-in-progress paper (max. 6 pages) that provides a clear description of the aims and objectives, a description about work related to the chosen area (literature review) and a description of the proposed solution, as well as an evaluation plan.

- A work plan (e.g. in the form of a Gantt chart) (max. 1 page) that describes the plan for the remaining months – start of coding, system design and implementation, evaluation, start of dissertation writing, etc..

The progress report must be written in a scientific paper format similar to that of the ACM SIG proceedings[1] and it should include the following structure:

- **Abstract**: of not more than 150 words to provide an overview of the research;

- **Introduction** – of the area, motivation behind and description of, the research problem, and a defense as to why the problem is non-trivial, enlisting the challenges that will be addressed;

- **Background and Literature review**: the literature review will focus on the state-of-the-art related to the research problem;

- **Methodology** – a description of the methods and techniques used or planned, in the light of the discussed research;

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[1] https://www.acm.org/publications/proceedings-template-16dec2016

- **Evaluation Plan** – a brief description of the evaluation strategy and techniques that will be used.

- **Conclusion:** this section should lead to the work plan that will be followed to address the research.