TUDelft

(!)



IDE Master Graduation

Project team, Procedural checks and personal Project brief

This document contains the agreements made between student and supervisory team about the student's IDE Master Graduation Project. This document can also include the involvement of an external organisation, however, it does not cover any legal employment relationship that the student and the client (might) agree upon. Next to that, this document facilitates the required procedural checks. In this document:

- The student defines the team, what he/she is going to do/deliver and how that will come about.
- SSC E&SA (Shared Service Center, Education & Student Affairs) reports on the student's registration and study progress.
- IDE's Board of Examiners confirms if the student is allowed to start the Graduation Project.

USE ADOBE ACROBAT READER TO OPEN, EDIT AND SAVE THIS DOCUMENT

Download again and reopen in case you tried other software, such as Preview (Mac) or a webbrowser.

STUDENT DATA & MASTER PROGRAMME

Save this form according the format "IDE Master Graduation Project Brief_familyname_firstname_studentnumber_dd-mm-yyyy". Complete all blue parts of the form and include the approved Project Brief in your Graduation Report as Appendix 1!

family name		Your master program	nme (only sele	ct the options tha	t apply to you):
initials	given name	IDE master(s):	() IPD	□ Dfl	SPD
student number		2 nd non-IDE master:			
street & no.		individual programme:		(give da	te of approval)
zipcode & city		honours programme:			
country		specialisation / annotation:			
phone					
email					

SUPERVISORY TEAM **

Fill in the required data for the supervisory team members. Please check the instructions on the right!

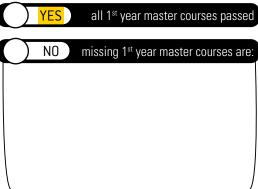
** chair ** mentor		dept. / section:	Board of Examiners for approval of a non-IDE mentor, including a motivation letter and c.v
^{2nd} mentor	organisation:	country:	Second mentor only applies in case the assignment is hosted by an external organisation.
comments (optional)			Ensure a heterogeneous team. In case you wish to include two team members from the same section, please explain why.

Chair should request the IDE

APPROVAL PROJECT BRIEF To be filled in by the chair of the supervisory team.						
chair	date - -	signature				
CHECK STUDY PROGRESS						

To be filled in by the SSC E&SA (Shared Service Center, Education & Student Affairs), after approval of the project brief by the Chair. The study progress will be checked for a 2nd time just before the green light meeting. Master electives no. of EC accumulated in total: _____ EC

Of which, taking the conditional requirements into account, can be part of the exam programme ______ EC List of electives obtained before the third semester without approval of the BoE



name

FORMAL APPROVAL GRADUATION PROJECT

To be filled in by the Board of Examiners of IDE TU Delft. Please check the supervisory team and study the parts of the brief marked **. Next, please assess, (dis)approve and sign this Project Brief, by using the criteria below.

- Does the project fit within the (MSc)-programme of the student (taking into account, if described, the activities done next to the obligatory MSc specific courses)?
- Is the level of the project challenging enough for a MSc IDE graduating student?
- Is the project expected to be doable within 100 working days/20 weeks?
- Does the composition of the supervisory team comply with the regulations and fit the assignment?

APPROVED	NOT APPROVED
APPROVED	NOT APPROVED
	comments

ame	date	 -	signature
			C

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Student number ___ Initials & Name __ Title of Project ___



Title of Project

	project title
Please state the title of your graduation project (above) and the s Do not use abbreviations. The remainder of this document allow	start date and end date (below). Keep the title compact and simple.
start date	end date
	in stakeholders (interests) within this context in a concise yet w do they currently operate within the given context? What are the alltural- and social norms, resources (time, money,), technology,).
space available for images / figures on next page	
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Title of Project

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image / ngare z.	
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Initials & Name Student number	



Title of Project

PROBLEM DEFINITION ** Limit and define the scope and solution space of your project to one that is ma EC (= 20 full time weeks or 100 working days) and clearly indicate what issue(anageable within one Master Graduation Project of 30 s) should be addressed in this project.
ASSIGNMENT **	
State in 2 or 3 sentences what you are going to research, design, create and / out in "problem definition". Then illustrate this assignment by indicating what instance: a product, a product-service combination, a strategy illustrated throucase of a Specialisation and/or Annotation, make sure the assignment reflects	kind of solution you expect and / or aim to deliver, for agh product or product-service combination ideas, In
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Include a Gantt Chart (replace the example below - more examples can be found in Manual 2) that shows the different phases of your project, deliverables you have in mind, meetings, and how you plan to spend your time. Please note that all activities should fit within the given net time of 30 EC = 20 full time weeks or 100 working days, and your planning should include a kick-off meeting, mid-term meeting, green light meeting and graduation ceremony. Illustrate your Gantt Chart by, for instance, explaining your approach, and please indicate periods of part-time activities and/or periods of not spending time on your graduation project, if any, for instance because of holidays or parallel activities

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MOTIVATION AND PERSONAL AMBITIONS FINAL COMMENTS

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Title of Project		