

Institute of Industrial Electronics Engineering

Terms of Reference (ToRs) Collaboration for Final Year Design Project

1. Objective

This document aims to establish a collaborative framework between IIEE and [Industry's Name] to support the Final Year Design Project for our final-year students. Through this applied project work, students will gain hands-on experience and contribute innovative solutions to challenges specific to the industry.

2. Scope of Collaboration

- Provide guidance and resources to IIEE students undertaking final-year design projects.
- Address industry challenges through project-based learning and research.
- Promote knowledge sharing between industry professionals and academic mentors to support students.

3. Roles and Responsibilities

IIEE

- Identify and assign final-year students to project topics that align with the industry's needs.
- Designate faculty supervisors to guide students throughout the project.
- Ensure that students maintain regular communication and provide progress reports to the industry.
- Offer necessary laboratory and academic resources for students to complete their projects.
- Maintain confidentiality of industry-specific information, as agreed upon.

- Invite the industry team to attend project's demonstration/presentation. However, attendance by the industry team is optional.

Industry

- Propose relevant project topics and offer detailed project specifications.
- Appoint an industry mentor to guide students and provide expertise related to project execution.
- Facilitate access to necessary data, equipment, or other resources required to carry out the project.
- Conduct periodic reviews of project progress and provide constructive feedback.
- Offer a platform for students to present their final project outcomes to relevant stakeholders within the company.
- Fund for any required hardware and software for the project.
- Inform IIEE if a stipend or other benefits will be provided to students (optional).
- Arrange a project demonstration for a group of up to three faculty members from IIEE, held once per semester (mandatory for project assessment).

4. Duration of Collaboration

The project collaboration will begin at the start of the seventh semester and conclude by the end of the eighth semester. No extensions will be granted, as the final-year project must be completed before the eighth semester concludes.

5. Confidentiality and Intellectual Property

Confidentiality: IIEE and Industry's Name agree to protect confidential information shared during the collaboration. Information will only be used for the purpose of project completion.

Intellectual Property (IP): The ownership of IP rights will be determined and mutually agreed upon at the start of the project. Jointly developed IP may be subject to shared ownership, or ownership may be granted to the industry with proper acknowledgment of IIEE's contribution.

6. Project Funding and Resources

Any funding requirements or resource provisions (such as hardware, materials, or software) should be supplied by the industry. However, documentation, laptops, transportation, and other incidental expenses will be the responsibility of the students. IIEE will provide access to its laboratory facilities as needed to support the project.

7. Review and Feedback Mechanism

- Students must submit a weekly progress report to their IIEE supervisors.
- Weekly presentations will be held at IIEE throughout the seventh semester, transitioning to demonstrations in the eighth semester.
- At the end of each semester, students will give a comprehensive presentation to demonstrate progress and ensure they meet the standards set by the industry and their supervisors.
- A final demonstration will take place at the end of the eighth semester.
- The industry is responsible for arranging the final demonstration at their premises, where a team of IIEE faculty members will visit to assess the project. The date and time will be decided through mutual understanding. This final demonstration is mandatory.

8. General Provisions

IIEE and Industry's name both will adhere to ethical standards and avoid any conflicts of interest. Any modifications to these ToRs will require written consent from both IIEE and Industry's Name.

Signature: _____
[Representative of the Industry]