Simple Guide to Navigate the FYP Management System

Website: https://fypms.ece.ust.hk/2021/

ECE Final Year Project Management System 2021-2022

(For ECE Department Only)

Please login to FYPMS 2021-2022 with ITSC username and password

Username: [_____] (enter "ustuser" if your ITSC account is "ustuser@connect.ust.hk" or "ustuser@ust.hk")

Password: [_____]

[Login]

Login with your ITSC account and password.

1. To Form Group (1 – 3 students per group)

> **Student who wish to perform an individual FYP/FYT project can skip this procedure.

> After you login, click on "Group"

> **When you decide to form a group with other classmates, all members of the team need to present to input their ITSC account and password into the system.

> ** Under the recent situation, the students would need to hold a Zoom meeting when forming a group. There is remote control feature allows you to take control of another participant's screen in a meeting. You can either request remote control of another participant's screen or the other participant can give control to you.

> Please click the following link to know more how to use the "Request or Give Remote Control" feature in Zoom. https://support.zoom.us/hc/en-us/articles/201362673-Request-or-Give-Remote-Control

PROJECTS	GROUP	STATUS	SEARCH	LOGOUT...	student: stu13 ECE FYP 2019-2020

Member	Email account(@connect.ust.hk)	Password
1	stu13	
2	stu14	••••••••
3		

[Submit]

> Please hold a Zoom meeting with all group members together and input all account name (withour domain name) and password at the same time, using the remote control feature.

> !!Please don't share your password to your groupmates!!

> The system does not allow you to add new member after a group is formed. To add a new member, you have to delete your group first and form a new group again under "Group" menu.

Click "submit" and you will see the result page:

2. View Available Project(s)

You can go to "Projects" and select "List" to view a list of projects.

Here you can click on the project title to learn more about the project. Before you bid for a project, it's suggested that you should discuss with your groupmates and project supervisor about the choice of projects.

3. Apply for a Project

The system will open for project selection in mid-April. To apply for a project, students should select "Projects" and click "Apply/Remove"

Select a project of your choice and then click the "Select" button.

To your advantage, you may apply for more than one project and add them according to your will.

!!Please think carefully before you bid the project. When you bid for a project, you are making commitment to undertake the project.

IMPORTANT: The will/choice is just a wish list for supervisors' reference. All selected project will have a chance to be committed by the supervisor. Once you are committed to a project, you are NOT allowed to withdraw and make change to group structure.!!

IMPORTANT: YOU ARE NOT COMMITTED TO A PROJECT UNLESS YOU RECEIVE CONFIRMATION FROM THE SYSTEM.
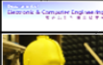
4. View Status

You can check your status by clicking "Status"

In this page you can see a list of selected projects. Once faculty have chosen your group, you will also see a confirmation in this page.

** Please note that, once you are committed to a group, you are not allowed to withdraw and make change to group structure. If you need to make any changes, please talk to your supervisor and ask him/her to remove you from the system.