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**GUIDELINES FOR ME423 GRADUATION DESIGN PROJECT I / ME424
GRADUATION DESIGN PROJECT II**

1. The project should be written on A4 paper in a single column layout, with 1.5 line spacing and 25 mm margins from the page edges. Font size should be 12 points and Times New Roman characters should be used.
2. Page numbers should start from the 'TABLE LIST' page and the first page number should be 1 (one). Page numbers should be 12 point Times New Roman at the end of the page and in the middle of the page.
3. The front and back sides of the paper should be used for printing.
4. Paragraphs should start from the left edge of the page and without indentation. 1.5 line spacing should be left between paragraphs.
5. 1.5 line spacing should be used in the writing of the project text.
6. The writing of the main sections should always be started from a new and odd-numbered page, and should be written in bold and large.
7. The main sections in the project are numbered as 1, 2, 3, In some projects with a lot of details, subsections may also be numbered with an even numbering system. For this purpose, each subsection also receives the number of the section and subsections it is in. For example; 2.1., the first subsection of the second section; 2.1.1 means the first subsection of the first subsection of the second section.
8. In the projects, a wide literature review is carried out especially in the stages of defining the problem, determining the research method and interpreting the findings. In these reviews, relevant studies of other researchers are summarized. In the transfers made in the projects, the researcher has to state what, where and how researcher got it. Scientific ethical rules must be observed in projects and plagiarism must not be done. When transfers that are not made in accordance with the rule are noticed, it leads to the rejection of the project.
9. Figures, tables and pictures should be placed centered where they should be in the project. Figure, table and picture names/titles should be numbered with the number of





the main section (For example: Table 3.1, Figure 3.1, Picture 3.1). Table titles should be given above the table (Ex: Table 1. Physical properties of the fluid), figure and picture titles should be below the figures and pictures (Ex: Figure 1. Variation of heat transfer with Reynolds number).

10. References to sources within the project should be made according to the surname of the author.

References should be listed at the end of the text in alphabetical order according to the surname of the first author.

References should be cited in the article by specifying the surname(s) of the author(s) and the year of publication. For references with one or two authors, the surnames of both authors and the year of publication (Bejan, 1988; Yılmaz & Aksoy, 1993), for references with more than two authors, the surname of the first author and "et al." supplement and publication year (Yılmaz et al., 1995). Below are examples for the writing format of the reference list of articles, books and papers.

Article: Author Surname, Initials, Year, Title of Article, Name of Journal, Volume, Page Number.

Example: Ataer Ö. E., Ileri A. and Gögüş Y. A., 1995, Transient Behavior of Finned-Tube Cross-Flow Heat Exchangers, International Journal of Refrigeration, 18, 153-160.

Book: Author Surname Initials, Publication Year, Book Title (Print), Publisher, City.

Example: Bejan A., 1998, Advanced Engineering Thermodynamics (First Ed.), Wiley, New York.

Conferences: Author Surname, Initials, Year of Publication, Name of Paper, Name of Conference, City, Page Number.

Example: Türkoğlu H. and Farouk B., 1993, Modeling of Interfacial Transport Processes in a Direct-Contact Condenser for Metal Recovery, Proc. of 73rd Steel Making Conference, Detroit, 571-578.

If the information taken from the internet web page is to be given as a source, it should be given in the form of *internet address, date of receipt and subject*.





11. The report of the MM424 Graduation Design Project II must be submitted in its entirety, including the report of the MM423 Graduation Design Project I.
12. The project report should be prepared in two hard copies, back-to-front, and one soft copy in CD-ROM with the student's *namesurname.pdf* format. One of the copies will be signed by the project advisor and delivered to the Department Head together with CD. The second copy is your advisor.

