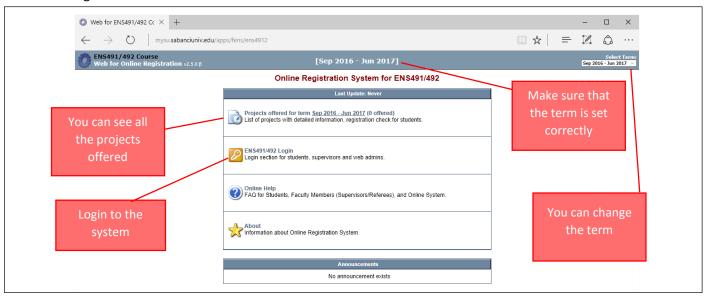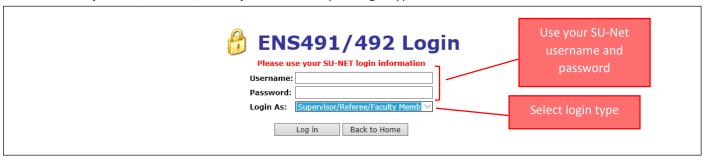# HOW TO PROPOSE PROJECTS USING THE NEW ENS491-492 WEB MANAGEMENT SYSTEM

1. The address for the ENS491-492 Web Management System is
   http://mysu.sabanciuniv.edu/apps/fens/ens4912

2. **Make sure that the term is set correctly** (the term will typically be set correctly when you land in). For ENS491-492 projects that will start in September 2016 and end in June 2017, the correct term is "Sep 2016-Jun 2017". **Change the term if necessary, using the drop-down box** at the top-right corner. **Click "ENS492/492 Login"** to go to the login screen.

3. At the login screen, **use your SU-Net user and password**.
   Select "**Supervisor/Referee/Faculty Member**" as your login type.

4. Select the "New Project" tab.

5. Fill-in the required information and **click "Add Project"**

[Sep 2016 - Jun 2017]

Old Projects [   ] Fill
Project Title [   ]
Project Type
  ◉ ENS491/492 Project
  ○ ENS491/492 Industry Focused Project
  ○ ENS491/492 Intergrated Internship Project
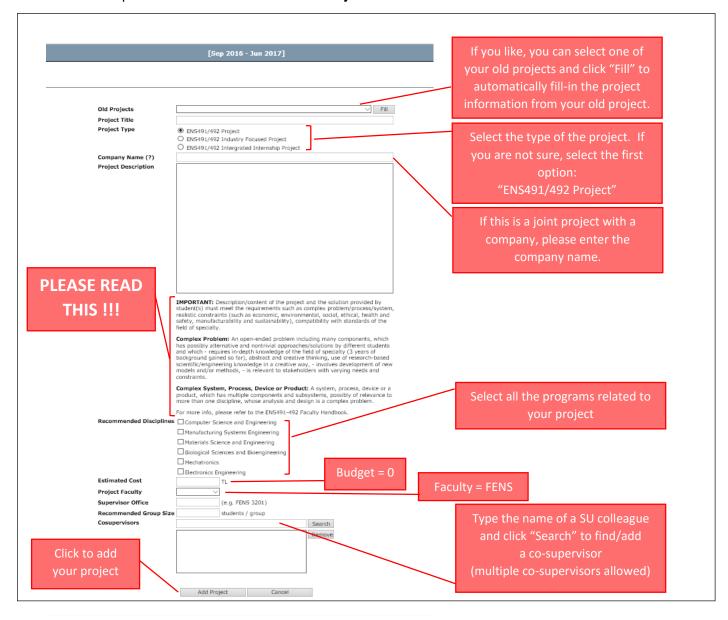Company Name (?) [   ]
Project Description

If you like, you can select one of your old projects and click "Fill" to automatically fill-in the project information from your old project.

Select the type of the project. If you are not sure, select the first option:
"ENS491/492 Project"

If this is a joint project with a company, please enter the company name.

PLEASE READ THIS !!!

IMPORTANT: Description/content of the project and the solution provided by student(s) must meet the requirements such as complex problem/process/system, realistic constraints (such as economic, environmental, social, ethical, health and safety, manufacturability and sustainability), compatibility with standards of the field of specialty.

Complex Problem: An open-ended problem including many components, which has possibly alternative and nontrivial approaches/solutions by different students and which - requires in-depth knowledge of the field of specialty (3 years of background gained so far), abstract and creative thinking, use of research-based scientific/engineering knowledge in a creative way, - involves development of new models and/or methods, - is relevant to stakeholders with varying needs and constraints.

Complex System, Process, Device or Product: A system, process, device or a product, which has multiple components and subsystems, possibly of relevance to more than one discipline, whose analysis and design is a complex problem.

For more info, please refer to the ENS491-492 Faculty Handbook.

Recommended Disciplines
  ☐ Computer Science and Engineering
  ☐ Manufacturing Systems Engineering
  ☐ Materials Science and Engineering
  ☐ Biological Sciences and Bioengineering
  ☐ Mechatronics
  ☐ Electronics Engineering

Select all the programs related to your project

Estimated Cost [   ] TL
Project Faculty [   ]
Supervisor Office [   ] (e.g. FENS 3201)
Recommended Group Size [   ] students / group
Cosupervisors [   ] Search / Remove

Budget = 0

Faculty = FENS

Type the name of a SU colleague and click "Search" to find/add a co-supervisor
(multiple co-supervisors allowed)

Click to add your project

[Add Project] [Cancel]

6. You will see the list of your projects in your home screen ("My Projects" tab)

ENS491/492 Course
Web for Online Registration v2.5.0 β   [Sep 2016 - Jun 2017]

PROJECT MANAGEMENT

| My Projects | New Project | Documents | Grading |

"My Projects" tab lists your projects (supervisor or co-supervisor)

# Project Title	Actions
001 Test Project 1	🖼️📄📧🚫🔵❌🔗
002 Test Project 2	🖼️📄📧🚫🔵❌🔗

edit your project

hide your project (students will not see it)

delete your project

If you are the supervisor, you can …

mark your project as full (students will see it as full)