

Kingdom of Saudi Arabia
Ministry Of Education
University of Bisha
Engineering College



المملكة العربية السعودية
وزارة التعليم
جامعة بيشة
كلية الهندسة

STUDENTS' ENGINEERING RESEARCH PROJECTS (SRPS) GUIDELINES

Second Edition

2025- 2026

(Updated Release)

**FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN THE COLLEGE REJECTING THE
PROJECT FOR EXAMINATION.**

This document represents the updated second edition of the Engineering Research Projects Guidelines. It incorporates major enhancements related to governance, academic integrity, ABET alignment, and responsible use of Artificial Intelligence (AI) in engineering research.

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Preface to the Second Edition

The College of Engineering at the University of Bisha is committed to continuously advancing the quality, integrity, and relevance of engineering education and research practices. In response to rapid technological developments and evolving academic standards, this second edition (2026 Version) of the Students' Engineering Research Projects (SRPs) Guidelines has been developed as a comprehensive update to the previous release.

This updated edition builds upon the foundation established in the first version by introducing a more structured governance framework, enhanced alignment with ABET accreditation expectations, and expanded procedures to support academic excellence, transparency, and accountability throughout the engineering research project lifecycle.

A major focus of this revision is the responsible integration of Artificial Intelligence (AI) tools within engineering research and education. Recognizing the growing role of AI technologies in engineering workflows, this edition introduces clear policies addressing:

- Ethical and responsible AI usage in academic research.
- Mandatory AI disclosure requirements.
- AI screening and evaluation procedures.
- The role of examination committees in determining acceptable levels of AI involvement based on project type and learning outcomes.

Additionally, this version strengthens academic integrity policies by expanding citation standards, plagiarism detection procedures, and documentation requirements, ensuring that student contributions remain authentic, verifiable, and aligned with international best practices.

The updated guideline also reinforces:

- Evidence-based project assessment.
- Structured supervision and progress monitoring.
- Risk and safety compliance.
- Reproducibility and documentation standards.
- Continuous Quality Improvement (CQI) mechanisms supporting accreditation readiness.

This second edition shall come into effect starting from the second semester of the Academic Year 2025–2026 and will apply to all engineering research projects conducted under the College of Engineering.

The College encourages students, supervisors, and evaluation committees to adopt these guidelines as a unified framework that promotes innovation, integrity, and professional engineering practice while supporting the strategic goals of the University and international accreditation standards. The following table illustrates the revision History and Version Control.

Revision History and Version Control

Version	Release Year	Major Updates Introduced	Rationale for Revision	Approved By	Implementation Date
Version 1.0	2020	Establishment of Engineering Research Projects framework including project structure, supervision procedures, report formatting, and assessment guidelines.	Creation of unified guideline for engineering research projects within the College of Engineering.	College of Engineering Council	Previous Academic Cycle
Version 2.0 (Second Edition)	2026	Comprehensive governance restructuring; ABET alignment reinforcement; expanded academic integrity policies; introduction of Responsible AI Usage framework; AI disclosure requirements; AI screening procedures; updated plagiarism policy; evidence-based assessment framework; addition of standardized appendices (A–H).	Response to evolving engineering education practices, accreditation readiness requirements, and rapid integration of Artificial Intelligence tools in engineering research environments.	College of Engineering Council	Second Semester 2025–2026

This document will be reviewed periodically as part of the College Continuous Quality Improvement (CQI) process to ensure alignment with evolving accreditation standards, technological developments, and educational best practices.

1. Purpose and ABET Alignment

1.1 Purpose

This guideline defines the governance framework, quality standards, academic integrity requirements, and assessment processes for Engineering Research Projects (ERPs). It ensures that every student project is delivered with:

- Rigorous engineering methodology (design, analysis, validation).
- Ethical and safe engineering practice.
- Transparent academic authorship and proper citation.
- Controlled and accountable use of AI tools.
- Evidence-ready documentation suitable for accreditation review.

1.2 ABET Alignment Rationale

Engineering projects are a direct and powerful source of evidence for ABET expectations, especially for:

- **Student outcomes demonstration** (problem solving, design, experimentation, teamwork, communication, ethics).
- **Curricular quality** and progressive learning experience.

- **Continuous Quality Improvement (CQI)** through systematic assessment and feedback.

Required ABET Evidence from this policy:

- Project rubrics and assessment reports.
- Milestone logs and committee approvals.
- Plagiarism/AI screening reports.
- Safety and risk compliance records.
- Final reports, presentations, and committee minutes.

2. Definitions and Terminology

2.1 Engineering Research Project (ERP)

A structured engineering investigation that produces an original technical contribution through one or more of the following:

- Engineering design (system/component/process).
- Computational modeling and simulation.
- Experimental implementation and testing.
- Prototype development and validation.
- Optimization, control, and performance evaluation.
- System integration and engineering decision justification.

2.2 Key Roles

- **Student/Team:** Primary authors and implementers.
- **Academic Supervisor:** Ensures technical and academic quality.
- **Project Coordinator:** Oversees compliance and consistency.
- **Departmental Project Committee (DPC):** Approves topics/proposals, assigns examiners.
- **Examination/Defense Committee (EDC):** Evaluates deliverables and determines AI acceptable use level per project.

3. Governance Model and Quality Assurance Structure

3.1 Governance Principles

All projects shall follow:

- **Transparency:** documented decisions and approvals.
- **Accountability:** roles and responsibilities are explicit.
- **Traceability:** every output linked to evidence.

- **Integrity:** strict academic honesty enforcement.
- **CQI:** systematic improvement based on data.

3.2 Project File

Each project must maintain a structured “Evidence Package” containing:

1. Topic submission and approval record.
2. Supervisor agreement.
3. Proposal and review feedback.
4. Milestone completion evidence.
5. Safety/risk approvals.
6. Data logs and experiment records (if applicable).
7. Plagiarism report and AI screening report.
8. Final report + presentation slides.
9. Defense minutes + grading rubrics.

4. Project Lifecycle (End-to-End Process)

Overview

The ERP lifecycle consists of nine controlled stages:

1. Topic Identification
2. Topic Approval & Supervisor Assignment
3. Proposal Development
4. Proposal Review & Approval
5. Implementation Plan & Risk/Safety Clearance
6. Execution (Design/Model/Build/Test)
7. Reporting & Pre-Defense Screening
8. Defense & Examination
9. Archiving & CQI Feedback

5. Topic Identification and Selection Policy

5.1 Topic Eligibility Requirements

A topic is eligible only if it meets all of the following:

- **Engineering relevance:** strong connection to discipline outcomes.
- **Technical depth:** includes engineering analysis beyond “survey-only” work.
- **Feasibility:** achievable within time/resources.

- **Measurable outcomes:** clear metrics (accuracy, efficiency, cost, reliability, safety).
- **Innovation/impact:** preferably industry/society/sustainability relevance.

5.2 Topic Proposal Procedure

Students must submit a topic using the Topic Proposal Form, including:

- Problem statement.
- Expected engineering contribution.
- Proposed method/tools.
- Preliminary feasibility assessment.
- Expected deliverables (prototype, model, design, dataset, software, etc.).

5.3 Topic Uniqueness / Anti-Repetition Rule

To preserve originality and diversity:

- Topics must not be a direct repetition of projects completed in the last **three academic years** within the department.
- Minor variations of old titles are not acceptable unless a clearly new engineering contribution is demonstrated.

6. Supervisor Assignment and Supervisor–Student Agreement

6.1 Supervisor Assignment Criteria

Assignment shall consider:

- Technical fit (specialty).
- capacity/workload.
- required facilities/labs.

6.2 Supervisor–Student Agreement (SSA)

Within the first defined project period, the student must submit a signed agreement including:

- Student info, supervisor info.
- Project title.
- Responsibilities, meeting schedule.
- IP and confidentiality notes (if industry project).

Mandatory Minimum Supervision Standard

- Scheduled meeting every 1–2 weeks.
- Written feedback on milestones and drafts.
- documented progress log.

7. Proposal Development

7.1 Proposal Components (Mandatory)

Every proposal must include:

1. **Title and Abstract**
2. **Problem Statement and Motivation**
3. **Objectives and Success Metrics**
4. **Scope and Constraints**
5. **Literature Review** (engineering-focused, recent and relevant)
6. **Engineering Methodology**
 - Design approach, modeling assumptions, equations where needed
 - simulation plan, experimental plan
 - materials/equipment/software
7. **Validation Strategy**
 - how results will be verified (benchmarks, experiments, sensitivity analysis)
8. **Risk and Safety Assessment**
 - lab hazards, electrical/mechanical safety, chemical handling (if any)
9. **Work Plan and Milestones** (Gantt)
10. **Resources and Budget** (if applicable)
11. **References** (IEEE recommended)

7.2 Proposal Review Workflow

- Submitted to supervisor → revised → submitted to DPC
- DPC provides structured feedback (accept / conditional accept / revise)

Evidence to retain:

- Review forms, feedback, revision history.

8. Engineering Ethics, Safety, Risk, and Compliance

8.1 Engineering Safety Clearance

No lab work, prototyping, field testing, or equipment operation may begin without:

- Lab safety orientation evidence.
- risk assessment approval.
- PPE compliance (where applicable).
- equipment training record.

8.2 Risk Categories and Controls

Projects shall assess risk across:

- Safety risk (electrical, thermal, mechanical, pressure, rotating machinery).
- Data risk (confidentiality, unauthorized access).
- IP risk (industry collaboration, patents).
- Project risk (time, dependencies, procurement delays).

8.3 Ethical Engineering Conduct

Students must demonstrate:

- honest reporting of results.
- no fabrication or manipulation of data.
- clear uncertainty reporting and limitations.

9. Data Management, Experimentation, and Reproducibility

9.1 Data Collection and Logging

If data is collected or generated:

- Use structured logbooks (lab notebook or digital logs).
- Identify data sources and timestamps.
- Ensure controlled versioning for datasets and code.

9.2 Analysis and Tools

Students may use:

- MATLAB, Python, R, ANSYS, SolidWorks, COMSOL, etc.
But they must:
- describe parameters and settings,
- provide reproducible steps,
- keep scripts/code as appendices or repository.

9.3 Reproducibility Requirement

A reviewer should be able to reproduce:

- simulation results (inputs/assumptions/mesh settings),
- experimental results (setup/protocol),
- analysis results (code/pipeline).

10. Citation, Referencing, and Quotation Procedures

10.1 Policy Statement

Proper citation is mandatory to protect academic integrity and intellectual property.

10.2 Required Referencing Style

The default referencing style is:

- **IEEE referencing style** (unless department specifies otherwise).

10.3 What Must Be Cited

Students must cite:

- Textual ideas, definitions, theories, and methods.
- Figures, diagrams, photos, CAD models from external sources.
- Standards (ISO/ASME/IEEE), manuals, datasheets.
- Datasets, benchmark results, code snippets.
- Software tools and libraries (version indicated).
- Any AI-assisted outputs (see AI section).

10.4 Citation Quality Rules

- Citations must be **traceable and reliable**.
- Avoid non-academic sources unless justified (e.g., manufacturer datasheets).
- All citations must be included in the reference list.

- Direct quotations must be minimal and clearly quoted.

10.5 Evidence to Retain

- Final reference list.
- Tools and datasets citation table.
- AI disclosure statement (if used).

11. Plagiarism Policy and Consequences

11.1 Definition

Plagiarism is presenting others' work as one's own, intentionally or unintentionally, including:

- Copying text without citation.
- Paraphrasing close to original without citation.
- Reusing figures/tables/designs without attribution.
- Copying code, CAD models, simulation templates without acknowledgment.
- "Patchwork plagiarism" (mixing sources).
- Self-plagiarism (reusing your previous submissions without disclosure).
- Translation plagiarism (translating a source and claiming originality).
- Undisclosed AI-generated content presented as original authorship.

11.2 Screening Procedure

All submissions must undergo similarity screening using institutional tools such as:

- **Turnitin and Compilatio Magister**
- **iThenticate** (commonly for research manuscripts)
- any university-approved similarity checker.

11.3 Interpretation Rule

A similarity score is not judged only by the percentage (must be less than 30% according to the Scientific Integrity Protection Rules and Procedures – University of Bisha (PDF)). The committee considers:

- where similarity occurs (methods vs. results vs. discussion),
- whether citations are correct,
- whether copied material is substantial or critical.

11.4 Consequences Framework

Depending on severity:

1. Mandatory revision and resubmission.
2. Grade penalty.
3. Project rejection and re-registration.
4. Referral to academic integrity disciplinary committee.

11.5 Mandatory Student Declaration

Each report must include a signed declaration confirming:

- originality,
- accurate citation,
- full disclosure of AI assistance.

11.6 Similarity Index Assessment Service for Graduate Engineering Research Projects

Service Description: The Similarity Index Assessment Service provides plagiarism and similarity screening for Engineering Research Projects that have received approval from the academic supervisor of Master's students at the College of Engineering. The assessment is conducted using specialized plagiarism detection software designed to identify similarity and citation percentages. This service enables researchers to review the percentage of cited material from other scholarly works and online sources, as well as the extent of similarity in sentences and paragraphs derived from those references. It also assists graduate students in avoiding excessive citation and in complying with research ethics standards, which define the acceptable limits of referencing and quotation.

Terms and Instructions:

- The request must be submitted by the academic supervisor to the Head of the College Research Unit via email at: ru-ce@ub.edu.sa
- The complete Engineering Research Project must be attached in PDF format.
- The submitted file must clearly include the student's name at the time of submission.
- The similarity index for Engineering Research Projects must not exceed 30%, in accordance with the regulations of the Deanship of Graduate Studies and Scientific Research, as specified in the following guideline: Scientific Integrity Protection Rules and Procedures – University of Bisha (PDF)

Inquiries

For inquiries or suggestions related to this service, please contact the College Research Unit via email at: malkashaw@ub.edu.sa

12. Responsible Use of Artificial Intelligence (AI) in Engineering Research Project

12.1 Policy Statement

AI tools may be used as supportive instruments in engineering research, **not as a substitute for engineering reasoning, design judgment, or original contribution.**

12.2 Allowed Uses (Examples)

Permissible uses include:

- improving language clarity and grammar,
- generating code scaffolds with full verification and documentation,
- assisting data cleaning/visualization scripts,
- brainstorming alternative design options (must be evaluated by engineering rationale),
- summarizing papers for initial reading (not as final literature review text).

12.3 Restricted / Prohibited Uses (Examples)

Not allowed:

- generating full chapters (methodology/results/discussion) without authentic authorship,
- generating final conclusions without student-driven technical justification,
- fabricating references,
- using AI to generate results that were not actually computed/validated.

12.4 Mandatory AI Disclosure

Students must include an “AI Use Statement” describing:

- Tool name (s) used,
- purpose (editing, coding help, summarization, etc.),
- extent (which sections),
- how output was verified.

12.5 AI Screening Tools During Review and Defense

During evaluation/defense, AI usage is checked using the same plagiarism procedure.

12.6 Committee Authority: Acceptable AI Use Level

The Examination/Defense Committee has final authority to determine:

- the acceptable degree of AI involvement,
- whether AI use aligns with the learning outcomes,
- whether the project meets the originality and engineering contribution threshold.

This decision is based on:

- project nature (design-heavy vs. writing-heavy),
- risk profile (safety-critical systems),
- student's demonstrated understanding during defense.

12.7 Consequences of AI Misuse

Undisclosed or deceptive AI use may be treated as:

- academic misconduct,
- plagiarism-equivalent violation, with consequences aligned to the plagiarism policy.

13. Report Writing, Formatting, Submission, and Archiving

13.1 Mandatory Report Sections

- Title page
- Abstract + Arabic abstract (if required)
- Table of contents + lists
- Introduction & problem statement
- Literature review
- Methodology
- Results
- Discussion
- Conclusion & future work
- References
- Appendices (code, CAD, experiment logs).

13.2 Pre-Defense Compliance Package

Before defense, the student must submit:

- final report draft,
- similarity report,
- AI screening evidence (if requested),
- supervisor approval statement.

13.3 Archiving

Final approved projects shall be archived for:

- departmental benchmarking,
- ABET evidence rooms,
- library access (subject to IP/confidentiality restrictions).

14. Assessment System and Rubrics (ABET-Friendly)

14.1 Assessment Components

A recommended balanced weighting:

- Proposal quality: 15%
- Progress milestones: 15%
- Technical implementation/design rigor: 25%
- Final report: 25%
- Defense and communication: 20%

14.2 Evidence-Based Rubrics

Rubrics must explicitly evaluate:

- engineering problem definition,
- correctness of analysis/modeling,
- validation quality,
- design trade-offs and constraints,
- professionalism and ethics,
- teamwork (if applicable),
- communication.

15. Defense Procedure and Committee Responsibilities

15.1 Defense Structure

- Presentation (15–20 minutes)
- Technical Q&A (20–30 minutes)
- Demonstration (prototype/simulation results)
- Committee deliberation and decision

15.2 What the Committee Verifies

- student understanding (not just written quality),
- originality,
- validity of results,
- compliance with citation/plagiarism/AI policies.

16. Continuous Quality Improvement (CQI)

16.1 Annual CQI Inputs

- rubric statistics,
- common deficiencies (writing, validation, modeling),
- supervisor feedback,
- industry advisory inputs (where available).

16.2 CQI Actions

- update templates and rubrics,
- strengthen lab safety training,
- improve research methods workshops,
- refine AI governance thresholds.

Appendices

Appendix A: Topic Proposal Form Engineering Research Projects Guideline

Student Name	
Student ID	
Program / Department	
Academic Level	
Supervisor Name	
Proposed Project Title	
Engineering Discipline	
Problem Statement (Brief Description)	
Objectives and Expected Outcomes	
Engineering Methodology (Design / Simulation / Experimental)	
Tools & Software to be Used	
Required Laboratory or Equipment	
Innovation or Industrial Relevance	
Risk Assessment (Safety / Technical Risks)	
Expected Deliverables (Prototype, Model, Software, etc.)	
AI Tools Intended for Use (if any)	
Student Signature & Date	
Supervisor Approval & Date	
Departmental Committee Decision	

Appendix B: Student–Supervisor Agreement (SSA) Engineering Research Projects Guideline

This agreement defines the roles, responsibilities, expectations, and professional standards between the student and the assigned academic supervisor for the Engineering Research Project. The agreement ensures alignment with College of Engineering policies, academic integrity rules, and ABET-aligned project requirements.

Student Name	
Student ID	
Program / Department	
Academic Level	
Student Email / Contact	
Project Title	
Engineering Discipline	
Supervisor Name	
Supervisor Academic Rank	
Supervisor Email / Contact	
Co-Supervisor / Industry Mentor (if applicable)	
Project Start Date	
Expected Completion Date	
Meeting Frequency (e.g., weekly / biweekly)	
Responsibilities of the Student (brief summary)	
Responsibilities of the Supervisor (brief summary)	
AI Tools Usage Disclosure Agreement (Yes/No + details)	
Academic Integrity & Plagiarism Compliance Acknowledgment	

Intellectual Property / Confidentiality Agreement (if applicable)	
Student Signature & Date	
Supervisor Signature & Date	
Project Coordinator Approval & Date	

Standard Responsibilities and Expectations

Student Responsibilities:

- Maintain academic integrity and avoid plagiarism.
- Disclose any AI-assisted contributions.
- Meet agreed milestones and maintain progress documentation.
- Follow engineering safety and ethical standards.

Supervisor Responsibilities:

- Provide technical guidance and timely feedback.
- Monitor academic integrity compliance.
- Support engineering rigor and validation methodology.
- Ensure alignment with program learning outcomes.

Appendix C: Proposal Review Form (Departmental Project Committee Rubric) Engineering Research Projects Guideline

This form is used by the Departmental Project Committee (DPC) to evaluate and approve engineering research project proposals. The rubric ensures alignment with ABET expectations, engineering rigor, academic integrity, and feasibility standards.

Evaluation Criterion	Rating (1-5)	Comments	Required Action (Accept / Revise / Reject)
Clarity of Problem Definition			
Engineering Relevance and Technical Depth			
Innovation and Originality			
Literature Review Quality			
Engineering Methodology (Design / Simulation / Experimental)			
Feasibility within Time and Resources			
Risk Assessment and Safety Considerations			
Validation Strategy and Performance Metrics			
Expected Engineering Deliverables			
Alignment with Program Learning Outcomes (ABET)			
AI Usage Transparency and Compliance			
Academic Integrity and Proper Citation			

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Final Committee Decision

Overall Decision (Accept / Conditional Accept / Major Revision / Reject)	
Key Required Revisions	
Committee Chair Name & Signature	
Committee Members Names & Signatures	
Date of Review	

Appendix D: Engineering Research Project Progress Log Template

This progress log template is used to document regular meetings, milestones, technical progress, challenges, and agreed actions between the student and supervisor. It provides structured evidence of continuous monitoring, mentoring, and engineering project development aligned with ABET expectations.

Additional Notes / Continuous Improvement Observations

Meeting No.	Date	Project Phase / Milestone	Work Completed Since Last Meeting	Technical Challenges Identified	Supervisor Feedback	Agreed Action Items	Next Meeting Date	Student Signature	Supervisor Signature

Use this section to document any observations related to project improvement, changes in methodology, risk mitigation actions, or learning outcome reflections.

Appendix E: Similarity & AI Screening Checklist Engineering Research Projects Guideline

This checklist is used prior to project defense to ensure compliance with academic integrity standards, plagiarism policies, and responsible Artificial Intelligence (AI) usage guidelines. It supports transparent evaluation aligned with ABET expectations and institutional regulations.

Section A: Similarity (Plagiarism) Screening

Similarity report generated using approved software	<input type="checkbox"/> Completed / Notes:
Overall similarity percentage recorded.	<input type="checkbox"/> Completed / Notes:
Similarity sources reviewed and verified by supervisor.	<input type="checkbox"/> Completed / Notes:
Proper citation verified for matched content.	<input type="checkbox"/> Completed / Notes:
Figures, tables, and code checked for attribution.	<input type="checkbox"/> Completed / Notes:
Reference list completeness verified.	<input type="checkbox"/> Completed / Notes:
Plagiarism risk level assessed (Low / Moderate / High).	<input type="checkbox"/> Completed / Notes:

Section B: Artificial Intelligence (AI) Usage Screening

Student AI Use Disclosure Statement included in report.	<input type="checkbox"/> Completed / Notes:
Declared AI tools listed (e.g., ChatGPT, Copilot, etc.).	<input type="checkbox"/> Completed / Notes:
Purpose of AI usage clearly described (editing, coding support, analysis, etc.).	<input type="checkbox"/> Completed / Notes:
AI-generated content critically reviewed by student.	<input type="checkbox"/> Completed / Notes:

Engineering reasoning and originality confirmed.	<input type="checkbox"/> Completed / Notes:
AI screening performed using recognized tools.	<input type="checkbox"/> Completed / Notes:
Committee review of acceptable AI usage level completed.	<input type="checkbox"/> Completed / Notes:

Section C: Final Verification and Approval

Supervisor Name & Signature	
Similarity Percentage Recorded (%)	
AI Usage Level (Acceptable / Conditional / Not Acceptable)	
Examination Committee Chair Name & Signature	
Date	

Appendix F: Artificial Intelligence (AI) Use Statement Template Engineering Research Projects Guideline

This form must be completed by the student(s) to transparently declare any use of Artificial Intelligence (AI) tools during the engineering research project. The purpose is to ensure academic integrity, ethical research conduct, and compliance with College policies and ABET-aligned standards.

Student Declaration

Student Name	
Student ID	
Program / Department	
Project Title	
Supervisor Name	
AI Tools Used (e.g., ChatGPT, Copilot, MATLAB AI tools, etc.)	
Purpose of AI Usage (editing, coding assistance, literature summarization, data analysis, etc.)	
Sections of the Project Assisted by AI	
Description of How AI Output Was Verified or Validated by the Student	
Statement Confirming Original Engineering Contribution	
Any AI Tools NOT Used (if applicable)	

I hereby declare that any use of Artificial Intelligence tools in this engineering research project has been transparently disclosed above. I confirm that all engineering design decisions, analysis, interpretation of results, and final conclusions represent my own intellectual work and understanding. I understand that undisclosed or inappropriate AI use may be considered academic misconduct.

Student Signature & Date	
Supervisor Review & Signature	
Examination Committee Decision (AI Usage Acceptable / Conditional / Not Acceptable)	

This template is used by the Examination Committee to evaluate the final defense of engineering research projects. It provides structured assessment aligned with ABET expectations and ensures standardized documentation of committee decisions.

Section A: Final Defense Evaluation Rubric

Criterion	Score (1-5)	Comments	Weight (%)
Engineering Problem Definition and Objectives			
Technical Depth and Engineering Analysis			
Design Methodology / Simulation / Experimental Rigor			
Innovation and Original Contribution			
Validation and Performance Evaluation			
Quality of Results Interpretation			
Professional Presentation and Communication			

Ability to Answer Technical Questions			
Ethical Compliance (Citation, Plagiarism, AI Disclosure)			
Overall Engineering Competence Demonstrated			

Section B: Defense Minutes and Committee Notes

Student Name(s)	
Project Title	
Supervisor Name	
Defense Date	
Committee Members	
Summary of Presentation	
Key Questions Raised by Committee	
Student Responses Summary	
Strengths Identified	
Areas Requiring Improvement	
AI Usage Evaluation (Acceptable / Conditional / Not Acceptable)	
Similarity/Plagiarism Status	
Final Decision (Pass / Pass with Revision / Major Revision / Fail)	
Required Corrections and Deadline	

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Committee Signatures

Committee Chair Signature & Date	
Internal Examiner Signature & Date	
External Examiner Signature & Date	

Appendix H: Evidence Package Checklist (Evidence Room Ready) Engineering Research Projects Guideline

This checklist ensures that each engineering research project maintains a complete and well-structured evidence package suitable for accreditation review (e.g., ABET). All required documents must be organized and available in the project evidence room or digital repository.

Verification and Approval

Evidence Item	Available (Yes/No)	Notes / Location in Repository
Approved Topic Proposal Form (Appendix A)	<input type="checkbox"/>	
Student-Supervisor Agreement (Appendix B)	<input type="checkbox"/>	
Approved Proposal Review Form (Appendix C)	<input type="checkbox"/>	
Engineering Progress Log Records (Appendix D)	<input type="checkbox"/>	
Similarity & AI Screening Checklist (Appendix E)	<input type="checkbox"/>	
AI Use Statement Template (Appendix F)	<input type="checkbox"/>	
Supervisor Approval for Defense	<input type="checkbox"/>	
Final Project Report (Approved Version)	<input type="checkbox"/>	
<ul style="list-style-type: none"> • Plagiarism Similarity Report (Turnitin / Compilatio Magister /iThenticate) 	<input type="checkbox"/>	
AI Screening Results (if applicable)	<input type="checkbox"/>	
Final Defense Rubric Evaluation (Appendix G)	<input type="checkbox"/>	

Defense Minutes and Committee Decision	<input type="checkbox"/>	
Presentation Slides (Final Version)	<input type="checkbox"/>	
Engineering Deliverables (Prototype, Code, CAD files, Simulation files)	<input type="checkbox"/>	
Risk/Safety Approval Documentation	<input type="checkbox"/>	
Student Academic Integrity Declaration	<input type="checkbox"/>	
Corrections Verification (if revisions required)	<input type="checkbox"/>	
Final Archiving Confirmation (Library/Department Repository)	<input type="checkbox"/>	

Project Coordinator Name & Signature	
Department Chair Approval	
Date	