# Senior Project Final Self-Assessment

This document is intended as a guide for the senior project team to assess its performance in a number of dimensions. Add additional items that you feel are appropriate.

This self-assessment will be one of multiple elements that your faculty coach uses to arrive at an assessment of the team’s performance for this second term. The other elements that the faculty coach will use include: direct observation of the team, team peer evaluations, reviews by other faculty during the project presentation, sponsor evaluation, and project deliverables. These self-assessments will also be used as part of the SE program’s accreditation and curriculum improvement efforts.

To complete this self-assessment the team should carefully consider each of the questions and provide an honest evaluation of the team’s performance. Your faculty coach will inform you when this self-assessment is due and how to deliver it.

### Team:

### Project:

### Sponsor:

### Product

1. Did the team prepare all the documentation artifacts requested by your faculty coach and sponsor? Were these documents carefully inspected prior to delivery? How would you assess the quality of the document artifacts?
2. How well did the team elicit the requirements? What approaches were used to elicit the requirements? Were key requirements missed? What methodology was used to document and validate the project requirements?
3. Did the team explore the entire design space before arriving at a final design? Have there been many errors found in the design? Was it necessary to make major changes to any part of the design? What were the reasons for the change?
4. How has the development and implementation progressed? What percentage of the product do you estimate was completed? Is the team providing the documentation within the implementation artifacts?
5. What was the team’s testing strategy? Did the team develop a test plan? If so, was it followed? Did the team performing unit testing? Did the team use any test frameworks, such as JUnit? What are the testing results? Were any major defects found during system test? If so, were they fixed? Did the team do regression testing?
6. Products need to be designed within guidelines and constraints appropriate for each project. It is also important to consider the impacts of the products that are designed. In the following categories discuss the constraints and impacts that have a bearing on your project. Note that all of these categories may not have bearing on your project but your project is probably affected by many of them in ways that you may not think of regularly.
   * Economic issues
   * Environmental issues
   * Social issues
   * Political issues
   * Ethical issues
   * Health and safety
   * Manufacturability
   * Sustainability
7. What industry or engineering standards was your project required to adhere to? Were these new standards that the team had to learn? Did your sponsor provide you support for understanding these standards? Did you have to educate your sponsor about these standards?
8. What standard software engineering practices did you follow? Did your sponsor specify any of these practices for you?

### Process

1. What was your process methodology? Was the process appropriate for the project? Did you follow the process or modify it as the project progressed? If you could repeat the project, what would you do differently?
2. Was there a large requirement to learn the problem domain? What approach was used to gain domain expertise? Did your sponsor provide adequately support? What forms of support did you receive?
3. What mechanisms did the team use to track project progress? Did they give the team and sponsor adequate insight into project progress and issues? How well did the team track its project progress? How often did these artifacts get updated on the department project sites?
4. Did the team conduct effective meetings?
5. Did the team meet all project milestones? Which milestones, if any, were missed or were met ahead of schedule? What contributed to schedule changes? What could the team have done differently to ensure that milestones were met?
6. Was the team required to adopt new technologies? What were these technologies? What approach did the team use for selecting the appropriate technology for the project? Did the sponsor provide any support for learning these technologies? How well did the team ramp up on the new technologies and begin to apply them effectively?
7. How well did the team maintain quality control over the project artifacts? Have all artifacts been reviewed for adherence to quality standards? What was the review process used by the team?
8. Did the team have any issues with configuration management? How were these problems solved? What percentage of project artifacts is under configuration control?
9. What was the set of metrics that the team tracked? Did the team gather these metrics on a consistent basis? What did the team learn from the review of these metrics?

### Communication and Interaction

1. How well did the team communicate project progress to the sponsor? What regular communication did the team have with the sponsor? Did the team been maintain this communication to the satisfaction of the sponsor? Were any adjustments needed in the communication over time? Were these changes initiated by the team or the sponsor?
2. Did the team need to provide technical input to the sponsor? How well did the team educate the customer in these areas? What mechanism did the team use?
3. Was this an effective team? What has been contributing to and detracting from the team’s effectiveness? What are the team’s weak points? What are the team’s strong points? What changes could the team have made to make it more effective?
4. What mechanism did the team use to communicate with the faculty coach? Was communication with the coach effective? Were there any trouble spots with the faculty coach communications? What could the team or faculty coach have changed to make their communication more effective?
5. Did the team need to interact with department staff personnel, i.e., the office staff or system administration? Was this been handled in a professional manner? Were there any problems with these interactions?
6. Does the team have a complete website with all project artifacts stored and up-to-date on the software engineering department webserver? How often were entries on the webserver updated?
7. How well has the team made presentations to the sponsor and faculty coach? Was the final project presentation done in a professional manner? Was the poster presentation done in a professional manner? What could have been done to improve the team’s presentations?
8. Does the technical report adequately document the project and its results? Was the paper of high technical and editorial (language, style, grammar, etc.) quality? Did all teammates contribute to the paper? Did the sponsor contribute to the paper? Did the sponsor review the paper?

### Preparation and Resources

1. Did the team possess adequate management and process skills (team building, planning, risk management, change management, process definition and tracking, etc.) to carry out the project? If not, how could the program provide better preparation?
2. Did the team possess adequate technical skills (requirements, design, coding, testing, quality reviews, etc.) to carry out the project? If not, how could the program provide better preparation?
3. What technical resources (or skills, training, tools) were missing, if any, that would have helped make the senior project experience more successful?
4. Where the facilities adequate for you to perform your work on the project?

### Achieving Customer Satisfaction

1. In the team’s opinion did the work satisfy the project sponsor? Are there areas where you think you exceeded the sponsor's expectations? Were there any weak spots in this regard?

### Achieving Team Satisfaction

1. Did the project satisfy the team’s expectations for learning? What could the team have done differently to improve the team’s learning experience? What could the faculty coach and department have done differently to improve the team’s learning experience?

### One Piece of Advice

1. What one piece, or more, of advice would you give to future senior project teams to help them be successful?