# Project Name

### Team Name

|  |  |  |
| --- | --- | --- |
| Team Member 1 | Team Member 2 | Team Member 3 |
| Team Member 4 | Team Member 5 | Team Member 6 |

### Project Sponsor

### Sponsor’s Representative(s)

### Faculty Coach

Faculty Coach’s Name

### Project Overview

NOTE: You may want to include sections in addition to the ones given in this template, or you may want to use subdivisions of the major sections. This is permitted as long as you include all the mandatory sections.

This section should provide a basic overview of the project in which your team engaged. It should not be technical; rather it should provide a general description – an executive summary, if you will – of the project’s purpose, scope, and desired results. From this section the reader should have a good feel for the domain of the project, the specific issues the product will address within the domain, and the criteria by which the resulting system would be judged successful.

For the record (because there is nowhere else to put it) this paper should be 12-15 pages long, using the margins, font size, etc., used in this template. What is more, the blue descriptive material in this template must be replaced by black text in your final submission.

### Basic Requirements

Describe the basic functional requirements of the system. This is not a formal requirements document, but the narrative should reflect the characteristics of good requirements: complete, concise, and correct statements of the desired functionality. Be sure to include:

* Inputs to the system and their sources,
* Outputs from the system and their destinations,
* Human operator characteristics that affect requirements.

### Constraints

Discuss any constraints on the design, implementation, packaging, or delivery of the system. Such constraints may include resources (time, money, and personnel), technology (programming language, hardware platform, databases or other infrastructure that must be employed), specific algorithms or data structures required, or anything else that affects the problem solution approaches open to the team.

### Development Process

What was your team’s process for developing the system? Was the process approved by the sponsor? Was it mandated? How did your process address communications with the sponsor? What were the roles the team identified, and how were these roles filled?

### Project Schedule: Planned and Actual

How did your team develop the project schedule? What were the key activities and milestones you identified? How did the actual schedule compare to the plan? What explains any discrepancies? How did your team adapt to these changes in the schedule?

### System Design

This section may consume the bulk of your paper. We’re not looking for detailed class diagrams or in-depth sequence charts. Instead, you should use the modeling notations from UML and elsewhere the illuminate the key aspects of your system architecture and design. The evaluation will be less on quantity than focused quality.

Include in your discussion a rationale for the design you created, as well as alternatives that were considered but eliminated. In some cases, these alternatives may have been partially or totally implemented, only to be discarded by refactoring – if this is the case, include a discussion of the refactoring employed and the rationale for the redesign.

### Process and Product Metrics

What metrics did your team employ? What were the results? How do you interpret these results? What do the metrics tell about what went well and what went poorly?

### Product State at Time of Delivery

What is the state of the product? What planned features are missing? What unplanned features were added? Explain any discrepancies between what was delivered and what was promised (or planned).

### Project Reflection

What went right? What went wrong? What would you do differently in the future? These questions apply to all aspects of the project, both process and product related. It’s here that your team should summarize what you learned from engaging in this long-term development effort.

### References

1. Reference #1
2. Reference #2