Administrative Stuff

- Headache....
- No class on Thursday
- No more class in Mitchell (tears)
- Final Project Presentations
  - Next Tue, Thu, and Tue
  - In Sitterson 011
  - Sign-up sheet on my door
- Look at the schedule and “Due” items
Presentations (4/24, 4/46, 5/1)

- The Final Product
  - Overview w/ diagram (use throughout)
- Demonstration
- Commentary
  - How close to requirements/design?
  - Primary lesson(s) learned?
  - Good/bad, pitfalls/opportunities
- General
  - Everyone participate
  - Leave time for questions
User/Maint Manuals (5/1)

- Flushed-out version of annotated outline
- Paper copy due last day of class May 1
- Put on web page (Library) May 1
Implementation Manual (5/1)

- Paper copy due last day of class May 1
- Final (hind-sight) version of Design Spec
- Include interface specs
  - No deeper than original design spec (2nd-level hierarchy)
- Include appropriate diagrams
  - Do not include for the sake of inclusion
Project Packages (5/10)

- Paper copy due to me by May 10 (or earlier…)
- Two binders
  - One each for Client and Boss
    - Cover sheet w/ TOC
    - Preliminary Report
    - Contract II w/ Schedule II
    - Design Specification w/ Schedule III
    - Implementation Manual
    - User and/or maintenance manual(s)
  - Additional material in Boss’s binder
    - Weekly reports
    - Meeting minutes
    - Team report (next)
Team Report (Project Package)

✦ In the Boss’s binder only
✦ 2-4 pages
✦ Discuss
 ✦ How the project went overall
 ✦ What you learned
 ✦ What you would do differently next time
 ✦ What worked, what didn't
✦ Team effort
 ✦ Include signatures of all members on cover!
Individual Reports (Private)

- 1-2 pages, between you and the Boss
  - Hand deliver to Boss, or
  - Sealed envelopes in Boss’s project binder

- Commentary
  - Any differences you have with the team report?
  - Your role, and a personal take on the class/project
  - What kind of experience did you have, and/or what would you do differently next time?
  - Anything else?

- Rate your team members
  - -5 to +5 scale—more later (email)