Wi-Fi-Controlled Air Duct Damper

**Senior Design Team Contract**

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College of Education, Criminal Justice and Human Services

School of Information Technology

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# **Intent**

The following contract was written and agreed upon by Team Member Full Name, Team Member Full Name, Team Member Full Name, Team Member Full Name and Team Member Full Name. The contract provides expectations, objectives, and results for developing the Project Name.

The contract is effective for all team members participating in IT 5001/5002 through the 2021-2022 academic year.

**Senior Design Team Contract**

**2021-2022**

**Project Name:** Insert Project Name

# **Project Summary:**

# **Problem Statement:**

**A *problem statement* is a short, concise explanation of a problem that a business, individual or society is facing accompanied by a proposed *solution* to the problem.**

When developing your problem statement consider the following:

* + What is the problem?
  + Who does the problem affect?
  + What would the outcome be if the problem was not solved?
  + Where the is problem taking place?
  + When does the problem need to be fixed?
  + Why is it important for the problem to be fixed?
  + DO NOT state the solution in the problem statement.

# **Solution:**

*Summarizes* your *solution* to the problem you have identified in your *problem statement*. You will need to outline your approach to solving the problem identified in the problem statement. Your discussion should cover portions of the solution and how you address the entire problem or individual parts of the problem**.**

# **Contact Information:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Team Member** | **Degree + Track**  **Track N/A for BSCyber** | **Email** | **Phone Number** |
| First Last | BSIT – Software Dev | 6+2@mail.uc.edu | 111-222-3333 |
|  | BSCYBER |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# **Sponsor Information (if applicable):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Company** | **Title** | **Email** |
| First Last | ABC Inc. | Senior VP | seniorvp@abc.inc |

# **Project Source:**

In this section detail the inspiration behind your project, who conceived it and how? Who conducted the requirements analysis? How did the project team form?

# **Project Objectives/Goals:**

This section should include detail on what you hope your solution will accomplish along with measurable potential outcomes.

Highlight some major features (high level project goals) along with expected impact in a bulleted list.

# **Team Members and Responsibilities:**

This section should detail each member’s role, their technical title for the project, and the scope of their responsibilities.

Examples:

Software Developer: First Last

* Responsible for technical architecture
* Responsible for setup and maintenance of server environment.
* Responsible for full stack development

Security Analyst: First Last

* Responsible for analyzing and implementing security measures
* Responsible for monitoring network for security issues
* Responsible for penetration testing

# **Project Scope:**

In this section include a comprehensive scope of your solution along with a quick outline of the solution. The scope should be written out into actionable items that can be further broken down when developing a project plan.

“Our team will develop a functional application that enables users to solve xyz problem by utilizing the following features and functionality.”

# **Quick Project Timeline:**

A rough estimate of your project timeline in a tabular format with the following fields:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Task # | Task Name | Duration | Start Date | End Date |

Your tasks can be grouped and broken down as needed.

# **Technologies Used:**

A brief description of technologies you intend to use for the development and implementation of your solution.

# **Ethical Considerations:**

Recognize ethical dilemmas and use appropriate tools and strategies to make ethical decisions, apply ethical perspectives to managing your project and building the technology.

# **Team Rules:**

Use this section to highlight the collective values of the team members.

Examples:

1. Plagiarism will not be tolerated. Any team member that plagiarizes will be subject to university policies and a team meeting will be called.
2. Each team member will stay current on their tasks to ensure the project milestones are being met. If an event conflicts that will affect the completion of a deliverable, the team member will notify the other team members at least 24 hours in advance of the scheduled due date.
3. If a group member will be absent on class days or for an extended period of time, they will notify the other team members and the Instructors.
4. All team members are required to attend all scheduled meetings and provide updates to the acting project manager during the meeting. If a team member cannot make a scheduled meeting, they must notify all team members at least 4 hours in advance and provide an update via messenger or email.
5. All team members will review the oral presentation and final report.
6. All team members will respect the opinions and ideas of each team member, other students, and faculty.

# **Team Signatures:**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**First Last First Last**

Title Title

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**First Last First Last**

Title Title

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**First Last**

Title

**Project Advisor Signature:**

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**First Last**

Title

# **References**

Properly cite any references.