

## 4850 FINAL REPORT PACKAGE (100 pts) Due 4/27/2024 @ 11:59 pm

Updated 4/10/2024

Use this as a checklist for delivering the “Final Report Package.” The first part of the document applies to most projects. Please note that for the Final Report Package, all members of the team do not necessarily receive the same score. Each project is evaluated as a team deliverable and in terms of individual contributions. Missing team meetings and not delivering in accordance with the team schedules count against the individual score.

Review sections for Mobile/Desktop Applications, Industry and Research Projects for additional requirements. Remember to run Spell Check !

The Final Report Package consists of four things:

- 1) The Final Report;
- 2) The Website;
- 3) The Final Report Presentation Video; and
- 4) The Source Code.

### THE FINAL REPORT

- Cover page with:
  - o course number, semester, year
  - o project ID, color (if any) and title;
  - o team members names;
  - o my name and the date;
  - o your website link;
  - o your Github link
  - o MAKE THESE TWO STATS PROMINENT
    - o number of lines of code in your project; \* \* new \* \*
    - o number of components in your project; \* \* new \* \*
- Build on your previous artifacts created for the project plan, requirements, design and testing documents – you may include project plan, screen mockups and other items in the Appendix.
- For all software development, include design and architectural drawings, which explain how your software project components interact
- Include VERSION CONTROL description in your final report
- Narrative discussion in the report about the project – how you did it – what you did – you can use this in your video presentation (or capture it in the video presentation and extract info from it to put in the report into the report). Narrative information would be description of processes, lists of steps performed, feature descriptions, etc. DO NOT SUBMIT A TRANSCRIPT in your report ! This section should be 3 to 5 pages minimum. A page is single spaced.
- Challenges, assumptions, and risk assessments (optional as applicable)
- Test Plan and Test Report
- Conclusion / Summary
- Source code – zip file is fine – you can export files from Github

### **THE WEBSITE – Must be Public**

- The website must have a home page that displays all of the following:
  - o Your project ID, color (if any) and title
  - o Your bio pictures and names – bio pics do not need to be huge
  - o Course number, semester and year
  - o Navigation links to other documents (as pdf not word !)
  - o Links must be working (DO NOT LINK TO GOOGLE DOCS – create a report as a pdf for your website)
  - o Navigation link to your Final Presentation Video – that is narrated, explains your project development approach and demos your final project
  - o **Everything should be visible on the page – do not make me SCROLL**

### **THE FINAL REPORT PRESENTATION VIDEO**

Record your final project presentation video as a desktop recording (not filmed live in person). Record your power point presentation (expanded from your prototype presentation), discussion of your project SDLC process and include a finished project demo. Load your video onto your website and make sure the link works. Do not upload the video file to D2L.

Use any screen recording software you like. Student favorites are OBS and Screencastify.

### **THE SOURCE CODE**

Submit your source code as a zip file using this filename format,

ProjectID-Color-ShortTitle-SourceCode.zip

## **OTHER REQUIREMENTS FOR EACH PARTICULAR TYPE OF PROJECT**

### **Mobile and Desktop Applications**

For mobile and desktop applications, in addition to the above, include the following:

- evidence of all members of the team completing the tutorial for React Native, Flutter or other framework used
- screen mockups depicting information flow - don't make these huge or voluminous. Make your point.

### **Research Projects**

For research projects you followed the deliverables in D2L up through the Prototype Presentation. *The difference with your Final Report Package will depend on your project faculty advisor.* Please follow your faculty advisor's plan for final deliverables and upload those into the Final Report Package dropbox in D2L. If your project is delivering an IEEE format paper, please put a COVER page on it when submitting it to D2L

## **Industry Projects**

For industry projects you followed the deliverables in D2L up through the Website URL. In addition, you complied with the industry project deliverables (documents, milestones, presentations etc.). For your Final Project Package comply with the instructions above UNLESS you have signed an NDA for your project.

**If you have signed an NDA for your Industry project**, please see Prof. Perry for a description of the Final Report Package. Essentially, for NDA projects, you will create a report with basic project information and location of Industry project deliverables (SharePoint drives, etc. ) for the project. DO NOT SUBMIT ANYTHING ELSE.

## **DELIVERABLE INSTRUCTIONS**

Submit your Final Report as a word or pdf file using this filename format,

ProjectID- Color-ShortTitle-FinalReport.docx **Do not put your Final Report in a ZIP FILE !**

Submit your source code as a zip file using this filename format,

ProjectID-Color-ShortTitle-SourceCode.zip