Individual Summaries

**Use bracket notation along with your character to ID your references**

Adam Goodman **[a page #]**

Patrick Hale **[b page #]**

Akib Hossain **[c page #]**

Alexander Lundin **[d page #]**

* When you move onto another document you plan to summarize, add another character, ex. [dd].
* Add the source file name to the heading of the summary, on the next page
* At the end of the report, when we mesh everything we will have to rearrange things.
* This will reduce the frequency of headaches during crunch time.

My first source **[d page 5]**. My first source again **[d page 7]**. My second source **[dd page 2]**. My Last source **[ddd page 1]**. My Last source again **[ddd page 17]**.

^ when we must do that across multiple summaries and multiple team member’s we will have an easier time if the references use unique alphabetical callouts, instead of numbers.

Summary of **(Source File Name)**

Quick Introduction of your source, so someone else can read this and write your portion of the paper if they have to:

How does estimating differ?

How does planning differ?

How does risk management differ?

How does monitoring progress differ?

List all useful diagrams you found in your source and how, exactly, we could include them into the report and/or presentation:

Quick Summary of your source, so someone else can read this and write your portion of the paper if they have to: