CS 301 - Project Deliverable 1 Expectations

1) **Data Documentation Section 1: Project Summary** (**Due 10/23 11:59PM EST**)

   a) **Title of Project** - This should be the name that your team decides to use for the project. You may use the name I have given, but I do expect some creativity. For example, for a group analyzing New York City data, an analysis on the impact of the environment in the area may want to use the title "NYC Environmental Analysis". Add the group members' names right underneath the title. This section should be placed at the top of your document.

   b) **Overview / Summary** - This subsection provides details on the overall summary of your project. What is the overall goal, what is the topic, what company/companies are involved in the project, etc. You should also include background information, motivation, what you hope to learn, etc. You should also add the group members' names right underneath the title.

   c) **Problem Definition (Scope)**

   　i) Identify 3 questions which the group seeks to answer. - Each question should be a subsection of the Problem Definition. With each question, you should briefly discuss why you are asking this question, and what do you think you will gain by answering this question. Should be between 3-5 sentences.

   　ii) The amount of work done for each question should be split apart about evenly amongst the group members. For example, if you have a team of 3, then each group member gets assigned one question. If you have a team of 6, then divide the group into 3 pairs, and each pair gets assigned one question.

   d) **Period of Analysis** - This should be the dates that this project will last (you expect that the period of analysis is from the date the project was assigned, to the date the last deliverable is due).

   e) **Contact Information (Vendor of Data Sets)** - This is not always provided. For each data set, you should include the relevant contact information (email, phone, address, etc). If it is not provided, you should try to search for any information you can. If you were the creator of the data set, for example if you are making a web scraper to retrieve data from online, you should put your contact information (since you pulled the data), but also put the contact information of where the data came from.

   f) **Documentation (Usually Given by Vendor)** - Sometimes, data sources come with their own documentation. You should provide the link here. It could be a link to the vendor's website, a link to a file on a Google Drive, etc. If there is no

documentation, then you can say something like "the documentation for the data will be provided as a portion of this document."

g) **Sample Data with Link to Data Set(s)** - If you retrieved the data from some location, please provide the relevant links so that people looking at your project can also find the data. If you are the ones creating the data set, or if you retrieved the data from the Professor, then put the data in a shareable Google Drive and link it here. Also, if you scraped the data, then put the link to the place where you scraped the data from, and also upload the data to a shareable Google Drive and link it here. If you do not have the data yet, for example if you plan to use an API, or if you plan to write scripts to generate data, a brief description should be included here.

h) **Code** - Code would go in this section. Don't paste raw code, please link GitHub (if you know how to use it). Otherwise, put all of your code in a shared Google Drive that can be accessed.

ADDITIONAL REQUIREMENTS:

1) Each group member must submit a Contribution Document. Maximum 1 double sided page, single spaced, size 12, Times New Roman. I expect that you discuss precisely the work you put into this stage of the project. You should include as much detail as you think is needed such that I can fully understand your work towards this deliverable. In addition, if you have any complaints / praises to specific teammates you would like to communicate, please do so. Please refrain from using any harsh language.

   a) This document should not be a group effort. I trust that each individual group member will work on this portion alone, and communicate to me their own honest opinions. This way, I know if I need to communicate to the group about sharing responsibilities, or if I need to adjust the points I give to any one particular group member.

2) Each group member is required to submit the Contribution Document on Canvas as a PDF.

3) Only one group member is required to submit the Group Deliverable Document on Canvas as a PDF, however if more than one person submits, you will not receive points off.

4) All code must be submitted in section (1h) of the Group Deliverable Document. It must also be zipped together into one folder and uploaded to Canvas.

5) For the Group Deliverable Document, you must produce at least one full page of text. The body of each section should be single spaced, Times New Roman font size 12. There is no specified format for the Document as a whole, however the Sample Data Documentation (on Canvas) is a good start.

6) If there are any screenshots you would like to include in the documents, please do so. However, you are required to cite where the image came from. If you took a screenshot of something you created, your citation can be a brief description of how you produced the image. If the screenshot is from Google or some other website, please provide the link to the screenshot. You do not have to use formal citations here.