**Background.**

**Motivation: 1**

General project overview.

**The Team: 1**

* Names.
* SNo.
* Email.
* Role.
* Background.

**Aim: 1**

Broad aim of project.

**Goals: 1**

At least three goals that you achieved.

**Progress.**

**Description: 1**

Story of project. How it began, progressed, and progressed compared to plan.

**Outcomes to Date: 1**

Describe progress including completed and not completed features and artefacts.

**Scope Creep: 1**

Describe changes to scope of project.

**Progress: 1**

Progress compared to timeline and what was made.

**Testing: 2**

Describe testing performed and changes based on tests.

**Tools and Technologies: 0.5**

Same as.

**Challenges and Learning.**

**Group challenges: 1**

Describe challenges faced during project. Were they expected? Describe challenges related to tools and tech.

**How challenges were addressed: 1**

As above.

**Learning from challenges: 1**

Any new skills developed as a result as challenges.

**Changes: 1**

Changes to project as result of challenges.

**Project plan refinements: 1**

Describe changes you would make to plan considering challenges.

**Timeline refinements: 1**Changes you would make to project timetable and reasons why.

**Risks and unexpected events: 1**

Describe if risks from assessment 1 were realized. Include unexpected events.

**Marketing pitch. 1**

**Done.**

**Skills and Jobs. 4**

Write four position descriptions for people you would employ. Include:

* Technical expertise.
* Teamwork experience.
* Leadership and management techniques.
* Innovative thinking.

**Formatting.**

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