

Project Outline Form

This form is intended to help you organise your thoughts and to develop an outline that can be used: a) to ensure that the group as a whole understands and agrees the briefing topic; and b) to share with the lecturer for high-level feedback. Filling in this form is *not* mandatory and you will not be graded.

Futhermore, the development of a good outline does not guarantee a good mark on the final submission, nor does robust feedback imply failure; rather, it is a chance to triangulate the briefing's aims, agree a workplan, and begin collaborating on the final assessment *before* you disperse at the end of the Term.

If your group would like feedback on your outline, please have it ready by midway through the final 'live' session.

1 What is the briefing topic?

In two sentences, outline your briefing topic for the intended audience.

2 How will it meet the assessment's stated aims?

Why would this topic be of interest to the intended audience?

3 What data sets does it use?

What data will this briefing require in order to achieve its aims and what are the strengths and limitations of these data?

4 What techniques do you expect to use?

*Which of the techniques covered in-class (or **not** in class!) do you expect to use in order to write the briefing and why?*

5 What findings do you expect and how will you present them?

*On the assumption that you find **what you expect**, how will you organise and present your findings in a succinct, compelling way?*

6 Workplan

Discuss and agree who will do what, and how you will coordinate your activity to ensure that your briefing is completed in time.