**1. Introduction:**

🡪 A brief overview of the background to the project which highlights

the need for the project.

a. Problem scenario (with proper data and credible

references)

b. The project as a solution (how will your project solve this problem)

**2. Aims and Objectives:**

At the top level, there should be clear and specific

project’s aims in terms of the problem to be solved and the end-product of the

project.

At the second level, concrete and measurable objectives should be identified in

order each of the stated aims to be realized and achieved.

Note: One main Aim, multiple objectives to satisfy the Aim.

3. Expected Outcomes and Deliverables: A concise description of the product that

will be expected at the end of the project.

This could include a piece of software with the technical and user documentation,

a computer model and algorithms as a solution for a specific problem, a tailored

-made IT / Security solution for a real-world business, etc.

4. Project risks, threats and contingency plans: A close to the workable

assessment of the risk and threats that have been calculated in association with the

project and a realistic contingency plan to overcome the risk and threats.

5. Methodology: a sensible and cogent methodological roadmap in order to achieve

the expected outcome.

• The Software Development Life Cycle (SDLC)

• Focuses on the methodology phases of software development & outlines how

the project will be undertaken.

6. Resource Requirements: identifies any resource requirements for your project,

including specialist hard/software, publications (journals, dataset etc.), access to a

company's IT resources etc.

7. Work breakdown structure: Table of the project work breakdown structure's

activities with duration and description: appropriate concrete activities with suitable

duration and description.

8. Milestones: Milestones are tools used to mark specific points along a project

timeline. List/Graph of appropriate milestones with annotation.

● Milestones are like dashboard reviews of a project.

● The number of activities which were planned at the beginning of the project

with their individual timelines for checking their status.

● Allows checking the health of the project. (Starting Phase)

9. Project Gantt chart with correct activity sequencing, duration and milestones:

well-formatted Gantt chart with appropriate logic and annotations.

10. Conclusion: of the given proposal. No new content is introduced in this heading.

11. Bibliography & References: 5-7 relevant authoritative printed books, specialist

journals, recent research publications of the specialist area of the chosen project

topic.