

Midway Report

In the midway report, students will assess the progress that they have made toward the project goal and present a plan to complete the project.

Writing Content:

1. Abstract (0.5 pts)
 - 1 paragraph
 - Summarize the goal, progress and future plan of the project to date.
 - Update this accordingly and do not directly copy the content from the proposal.
2. Goal (1 pts)
 - 1 paragraph
 - What is the goal of the project? If it has changed since the project began, how has it changed and is it still close to the original goal?
 - Update this accordingly and do not directly copy the content from the proposal.
3. Progress made (6 pts)
 - 3-5 paragraphs
 - Data (1 pt)
 - i. Has the project data been collected? How large is the data? Please provide a **table of summary statistics** for the data to help us understand the scope of your project, e.g. number of documents, average document size, unique number of labels. Please also provide several short examples of the data, e.g. for sentiment analysis, a post labelled for positive sentiment and negative sentiment.
 - ii. If the data required cleaning before use, what steps were taken to clean and/or reorganize the data?
 - Method (1.5 pts)
 - i. If you are developing a model: What is the specific model you are going to develop? How is it different from prior work? If you are analyzing results: what tests have you run so far? Why did you choose these tests?
 - Preliminary Results (3 pts)
 - i. Have preliminary models been implemented? If so, were they successful in addressing the project goal? What was your success metric? If the models' performance differs from what is expected, why do you think that has happened? If needed, have you tested different hyperparameter values and why did you choose a particular range of values to test?
 - ii. What are the initial results of your tests, and what may have caused these results? What baseline models are you using to compare your results

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- against, if any? If you are using a new or non-standard metric for evaluation (e.g. modified version of BLEU score), explain the meaning of the metric.
 - iii. It's **OK** to have negative results. If you found negative results, what do you think might have led to these results?
 - o Work Division (0.5 pts)
 - i. Which team members were responsible for which part of the project completed so far?
- 4. Plan to complete the project (2.5 pts)
 - o 3-5 paragraphs
 - o Future tasks (2 pts)
 - i. What are the next steps in your project, both in the short-term and the long-term?
 - ii. If you are developing a model, what is the next version of the model? What results do you expect from the next model and why?
 - iii. If you are analyzing results, what tests do you plan to run on your data? How much more testing will you require to answer your original research question? What results do you expect?
 - iv. What is the timeline for the future tasks?
 - o Project changes
 - i. If you are stuck: what obstacles are you facing? **What advice do you need from course instructors to help you complete the project?**
 - ii. If you need to change your project direction (e.g. bad data), how will you adapt your project to complete it on time?
 - o Work division (0.5 pts)
 - i. **Which team members will be responsible for which remaining parts of the project?**
- 5. Optional: Code repository
 - o You may provide a link to the Github repository where you are sharing your code. This is optional for the midway report but a mandatory part of your final report submission.

Writing Specifications:

1. The report should be at least **3 pages** in length, not including references.
2. The report should not include copy-pasted code. If you need to reference code, please explain in writing or in math what your code does.
3. The report should be written in **ACL 2020 style** (in LaTeX or Word), which is available here: <http://acl2020.org/downloads/acl2020-templates.zip>.

CS 4650/7650

Project Midway Report Guidelines

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Overleaf template available here:

<https://www.overleaf.com/latex/templates/acl-2020-proceedings-template/zsrkcwjptpcd>

4. The report should be submitted as a PDF file, on Canvas.
5. The report should be submitted by **one** team member.
6. The report should be named in the following format:

team_[ID]_midway_report.pdf

E.g. for a team with ID 1, the report should be named team_1_midway_report.pdf.