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. For each of the questions below, try to anticipate problems, questions that the intended audience might have, and practical issues for your group of deadlines and travel,

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.