

Project Deliverables (Due Week 7)

Submission Format

- **One PowerPoint file**, maximum **11 slides**.
 - Submit via [insert submission platform] by **2359 17th October 2025**.
 - File name format: GroupNum.pdf eg Group01.pdf.
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Slide-by-Slide Requirements

Slide 1 – Cover Page

- Group number, names, and student IDs.
- Project title (concise and descriptive).

Slide 2 – Company & Data Selection

- State chosen company and rationale.
- Number of files ingested (minimum 15).
- Types of documents (Annual Reports, MD&A, Investor Presentations, etc.).
- Cite all sources properly (see Slide 11).

Slide 3 – Project Approach

- Clear explanation of how your team plans to carry out the task.
- Include roles of team members and timeline (brief, bullet points).
- Baseline implementation: naive chunking, vector search, one LLM call.

Slide 4 & 5 – Performance Requirement Test on Benchmark Queries

- Clearly list the 3 standardized queries.
- Define **specific performance criteria** (e.g., speed, throughput, accuracy).
- Justify why these criteria are relevant to your company and data.

Slide 6 – Test Environment

- Describe hardware/software setup.
- Note any scaling or assumptions made.
- Indicate potential limitations.

Slide 7 – Playbook (Testing Procedure)

- Step-by-step outline of how tests will be conducted.
- Include diagrams/flowcharts where useful.

Slide 8 – Initial Benchmark Results

- Present **at least one set of test results across all three queries**.
- Use appropriate visuals (tables, graphs).
- Provide a short interpretation.

Slide 9 – Plans for next stage towards Optimization

- Mention intended improvements (e.g., BM25+vector, caching, async I/O).
- Highlight what would be changed and why.

Slide 10 – Insights & Discussion (*Optional but encouraged*)

- Key observations from results.
- Limitations and lessons learned.

Slide 11 – References & Acknowledgements

- Properly formatted references for all sources used.

Assessment Criteria

Your submission will be graded on:

1. **Clarity** – Are slides concise and well-structured?
2. **Completeness** – Are all required sections present and adequately detailed?
3. **Technical Rigor** – Are performance criteria, test setup, and results credible?
4. **Critical Thinking** – Do you explain *why* choices were made, not just what?
5. **Professionalism** – Formatting, citations, and teamwork clarity.