WEEK 3 PRESENTATION: DEFINING THE PROJECT/PROBLEM

PRESENTATION CONTENTS:

- Key issues, focus, exact formulation, objectives, team acceptance/agreement on the project, supervisor/consultant's approval on the project.

- Strategies and approaches used for requirements gathering

- Current status of requirement gathering and the next step?

- Outline the steps that your team has taken to allocate tasks and to arrange meeting times (apart from with your supervisor).

REQUIRED CONTENTS OF PROJECT PLAN (Due on Sunday, 13th September)

- Project background
- Project goals and objectives
- Project scope and expectations
- Project deliverables
- Project timeline (Gantt Chart)

Note that your **project plan** should include above-mentioned contents. The deadline of submission is **at 11:59 pm, Sunday, 13th September,** through Canvas. Expected length is 6-10 pages, in a report format.