**iSeek**

* Project Context is the Introduction and Background of your study
* Significance of the Study: enumerate who will be benefitted and how they will benefit
* Context Diagram: Job applicants is not a data; no need to explain it
* DFD:
  + Revise DFD, it should be based on the existing system not your proposed system;
  + process number starts at 1.0;
  + what are the I/O data in the data flows; it should be a noun in a sense
  + I/O data should be jived with the I/O of the Context Diagram
  + No need to explain it
* Data and Process: flowchart per process in the DFD
* Fishbone Diagram: remove ‘cause’ and ‘effect’ words as well as the reference; be sure that those problems can be solved by an IT solutions
* Problem and Solution Statement: problems indicated in the fishbone diagram
* Problem-Requirements Matrix: problems indicated in the fishbone diagram
* Specific Objectives: start with ‘To’ and enumerate them
* Scope and Limitations: name and describe the algorithm to be used for job seeking and location search

**Leave Management**

* Elaborate more the Context Project (Introduction and Background of the Study)
* Change Theoretical Framework to Conceptual Framework; data should be inside the square/rectangle
* Context Diagram has no number; input data must have different name from output data and vice-versa
* DFD
  + data should be noun in a sense
  + avoid overlapping lines
  + I/O data must be different names and will not be the same as the process name
* Fishbone Diagram: what are the factors in the problems stated?
* Scope and Limitation: specify the limitations of the study; state the programming language, DB to be used

**QuizMaker**

* Project Context: include Introduction of the Study
* Conceptual Framework: use the proper way in representing your concept
* Theoretical Framework: what theory/ies you will going to use in the study as a guide to your study
* Policies: what policies involve in the implementation of your study
* Context Diagram and DFD: based on the existing system; how the quiz/exam be created in the existing situation; I/O data in the data flows; revise the both context and DFD
* Data and Process: flowchart per process in the DFD
* Fishbone Diagram: problems based on the existing system
* Revise Fishbone Diagram, Problem-Solution Statement, Problem-Requirements Matrix
* Revise the Scope and Limitations according to its substance/idea of statements

**JobMatcher**

* Discuss the Conceptual Framework in paragraph form
* Remove the statements in the Procedures
* Context and DFD
  + I/O data are nouns
  + Context Diagram: name of system in the circle
* Data and Process: where is the ‘End’ terminal?
* Revise the Limitations of the study

**Tanglaw**

* Policies: what existing policies involve and will apply in your study? Do not involve your proposed system to the policies that will be used in the system.
* Context Diagram:
  + Remove ‘Files’ in the Context Diagram
  + Based on the existing LMS process
* DFD
  + In the existing system, do the Admin has direct involvement in the LMS? (Process 2.0)
  + Input data must not be the same as Output data
* Data and Process: flowchart of every process in the DFD

**TaskTalk**

* Project Context: state first an Introduction and Background of the study
* Theoretical Framework: what theory/ies to be applied in your study?
* Context Diagram is based on an existing system
* DFD:
  + external entities from Context and DFD will be the same
  + I/O data are also the same with Context Diagram
* Revise the Context Diagram and DFD according to the existing system
* Revise the Data and Process based on DFD
* Fishbone Diagram: see the proper format
* Problem-Requirements Matrix: same problems stated in the Fishbone Diagram
* Purpose and Description: description of your proposed system; how it will work

**To All Groups:**

* Remove the numbering of subtopics per Chapter (remove 1.1, etc.). Just only the subtopic title
* Avoid using the 1st person in the document. It should always be in the 3rd person (“we” must be “the proponents” or “the researchers”)
* Avoid word contraction (don’t should be do not) unless it was gathered from the reference
* Figure and Table Number is an integer value
* Project Context describes an Introduction and Background of the Study
* Purpose and Description describes about the system, how will it work, etc.
* Scope and Limitation: if you start in paragraph/bulleted, all throughout the description also a paragraph/bulleted
* Include the Future Researchers in the Significance of the Study
* Follow the format