**Team Project End of Semester/Year Presentation Assignment – Spring 2020**

Teams, if possible, please set-up a ZOOM meeting with me before the 1st of May to discuss exactly how this assignment will be accomplished. Let me know at least a day in advance of the meeting!!! Different teams may have different requirements or restrictions. We’re covering new ground here. Below, is the information that needs to be imparted to me in some fashion.

Beginning with the 4 May Lab session and carrying on for the following session (May 6), each project team will compose and submit a 25 minute (about 20 slides) presentation covering their team's project progress for the semester. Consider how to allow an additional 5 minutes for questions and demonstration. The presentation slides **must** include the following information:

1. Achievements to date with respect to planning e.g. project level burndown (based on Sprint burndowns), velocity, SLOCs produced (estimated and actual), risks realized and mitigated, etc.
2. List and samples of engineering work products produced e.g. requirements/user stories (product backlog), schedule, design documentation, peer review artifacts, risks etc.
3. The presentation should show the product backlog, as listed in the MIT workbook or whatever tool is being used to organize artifacts and track project/sprint progress. Be prepared to show the sprint backlogs and burn-down charts for each sprint as well.
4. Show a snapshot of the Project Asset Library (PAL) of all the work products produced and stored. Include the links to the library (s).
5. Present a project (release) level **process** retrospective – what worked well, what did not work well, method/process changes you would make in future projects, any issues e.g. team dynamic, method/process problems, risks etc.
6. **Do a full demonstration of the product as follows:**

**Using ZOOM, organize a 30 min. meeting on either 4, or 6 May, within the window from 12:30 to 4:30, invite the whole team, and me, and do the presentation and demo. Let me know what time frame you have selected and we will resolve any conflicts with the other teams. Alternatively, if a ZOOM meeting does not make sense then prepare a video of your demo and submit that in Canvas along with your presentation slides.**

Presentation Guidelines: PowerPoint slides: progress must be demonstrated with actual work products (snapshots of code, output, test results etc. are OK), presentation of actual technical work products, e.g. UML diagrams for the analysis model, preliminary/architectural design models, peer review results etc., not just words. Each team member should denote their piece of the system. This presentation will contribute at least 20% towards your grade in this class.

**Also, first include an introduction (1 or 2 slides):**

1. Project Name
2. Team Members
3. Vision Statement (description),
4. Roadmap (characteristics, deployment environment, development language/tools etc.)