GAM150 Individual Milestone Reports

Introduction

Individual milestone reports will be turned in at the time of each major milestone presentation. Every student in the class must submit an individual milestone report through Moodle (distance.digipen.edu). This report should include everything you have done related to your team project since the previous milestone. This means coding, debugging, optimizing, designing, testing, art, music, research, organizing meetings, helping other teams, etc. List everything, with an indication of how much time/effort you spent on each item (include the number of hours on each item, even if it is just an estimate). Also, include any notes about how the milestone went in general, team problems, praise for others who did something exceptional, or anything else.

Required File Format

Your milestone report must be submitted as a simple .txt file. No images, no HTML, no tables, etc. Just simple text. Do not do anything fancy with the formatting.

Each milestone report must contain the following information, in the order specified (failure to follow these instructions will result in a -10% penalty to your final grade, although you may be allowed to correct it).

STUDENT: <Insert your name here (both first and last names)>
LOGIN ID: <Insert your login ID here (e.g. "john.doe")>
DEGREE: <Insert your degree program here (e.g. RTIS, BSGD, BAGD, etc.)>

TEAM NAME: <Insert team name here>
TEAM ID: <Insert team ID here (e.g. "A01")>
GAME NAME: <Insert game name here>
HIGH CONCEPT:<Insert the high concept for your game here (one sentence, 13-20 words)>

LINKS: <Insert the link to your DigiPen SVN repository here. Also, include links to any other team resources, including Wikis, task tracking website, etc.>

WORK DONE:
<Include details about everything that you have done related to the team project. This means coding, debugging, optimizing, designing, testing, art, music, research, organizing meetings, presentation preparation, helping other teams, etc.>
<You must also estimate the number of hours (hours, not days or weeks) that you have spent on each task or group of tasks (coding or not).>

TOTAL HOURS:
<List the total number of hours since the last milestone for all work listed in the "WORK DONE" section.>

NOTES:
<Include any notes about how the milestone went in general, team problems, praise for others who did something exceptional, or anything else.>

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Required File Naming Convention
Your milestone report must be named as follows:

- <team ID>_GAM150<section>_<login ID>_<CurrentMilestone>MilestoneReport.txt
    - Example: A01_GAM150A_john.doe_EngineProofMilestoneReport.txt
    - (CurrentMilestone is one of the following: EngineProof, Alpha, or Final)

Grading
Each milestone report will be given a grade from -10% to +3%. Final grades will be based on a combination of all milestone reports throughout the course. The modifier applied to each student's final grade is subject to adjustment (either up or down) based on a more detailed examination of each student's work at the end of the semester.

- **+3%** (tons of work done this milestone at a very high quality level)
- **+1%** (tons of work done this milestone, or plenty of work done at a very high quality level)
- **+0%** (plenty of work done this milestone)
- **-1%** (moderate amount of work done this milestone, but should have done more)
- **-3%** (some work done this milestone, but much less than should have been done)
- **-5%** (very little work done this milestone)
- **-10%** (no report submitted or almost no work done this milestone)

Submission Deadline
The individual milestone report must be submitted before midnight on Friday during milestone presentation week.
> Week 5 – Engine Proof
> Week 9 – Alpha
> Week 14 – Final