Semester Project Phase 1: Project Start

SDU Sønderborg 2023 Semester 1 Mubashrah Saddiqa – [msad@mmmi.sdu.dk](mailto:msad@mmmi.sdu.dk) September 6, 2023

# Purpose and Goals

The purpose of the project start is to initiate the project as well as the project group and its collaboration. By the end of the project start, the following will have occurred:

# In the classes:

Students have met each other and become acquainted.

Students have gained an understanding of the framework for the semester project.

# In the project groups:

* Groups have developed initial ideas for the project's problem statement.
* Groups have generated initial ideas for the software solution.
* The group has created and received approval for:
  + A collaboration agreement.
  + A supervisor agreement.
  + A logbook for documenting the group's work.

# Content

Project Start involves Takeoff and Establishment.

Takeoff includes project information and group formation. The semester coordinator and project supervisors are responsible for the takeoff, providing information about the semester, the semester project, and the online course “Introduction Course on the United Nations Sustainable Development Goals” during a class meeting. They form project groups and invite to the initial project seminars (supervisor meetings in the classes).

After takeoff, the project group itself guides the establishment work with guidance from the supervisor on a group basis. This work results in an initial understanding of the project's framework and the development of a collaboration agreement and a supervisor agreement.

# Overview of Activities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Week | Activity | Description | Date | Semester Team |
| Project start (uge 36-38) | | | | |
| 36 | Semester | General meeting: Introduction to semester, semester project, Group  Formation | 6-9-2023  Room: U109 | Semester coordinator |
| 37 | Project | **Guidance Seminar in the Classes:** Project Start   * Welcome by the Supervisor * Semester Project and Project Process * Discussion about the Project and Ideas for the Project   The project is discussed in small groups, followed by a plenary discussion.   * **Project Examination - Learning Objectives1 and Report Checklist2**: How will the examination be conducted, and what aspects will you be assessed on? | 13-09-2023  Room: U102 | Respective Supervisors |
| 38 | Project | **Guidance Seminar in the Classes:** Collaboration | 20-09-2023  Room: U102 | Respective Supervisors |

1 https://odin.sdu.dk/sitecore/index.php?a=fagbesk&id=133203&lang=en

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Refer to "Requirements for Project Submission" on itslearning under the "Project Submission Phase and Evaluation Phase".

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | * Welcome by the Supervisor * Collaboration is discussed in small groups, followed by a plenary discussion. * Schedule for Supervision Meetings, Invitation, agenda, minutes, group logs. * Collaboration Agreement and Supervisor Agreement are presented to and approved by the project supervisor. * Discussion of the work in the problem analysis phase |  |  |

# Note that the problem analysis phase begins in week 39, concurrently with the conclusion of the project's initiation phase.

**Materials**

Materials that are particularly important at the project start:

* Project Description
* Semester Schedule
* Project Submission (including Report Checklist)

# Group Log Template

Week xx

Wednes**day - Project Work**

Place:

Time:

Preparation:

Agenda:

Present:

Minutes:

# Tuesday - Supervisor Meeting

Place:

Time:

Preparation:

Agenda:

Present:

Minutes:

# Xxxday - Project Work

Place:

Time:

Preparation:

Agenda:

Present:

Minutes:

(Note: "Xxxday" seems to be a placeholder for specific days of the week.)