

Capstone Weekly Status Report 2

Date and Time: September 14, 2025

Student Name: Satwik Alla

Capstone Project: Digital Solutions for Organizational Efficiency Enhancement (Working title)

Capstone Sponsor: Partnership negotiations in final stages - confirmation expected by September 18th

Capstone Advisor: Prof. Mohammad Samarah & Prof. Melissa Sahl

Status Details:

Work accomplished this Week

- **Sponsor Partnership Progress:** Advanced discussions with 2 priority organizations (DoIT@UMBC and one organization through Maryland Nonprofits network) - both expressing strong interest and capability to support capstone requirements.
- **Requirements Engineering Preparation:** Developed comprehensive stakeholder interview protocols and data collection frameworks for immediate deployment upon sponsor confirmation
- **Technical Architecture Planning:** Created preliminary system architecture options for identified problem domains (non-profit resource coordination, academic workflow optimization)
- **Proposal Refinement:** Updated 95% of final proposal content with flexible framework that can be quickly customized based on confirmed sponsor's specific needs
- **Risk Mitigation:** Established backup sponsor pipeline with 3 additional organizations identified and initial contact made
- **Documentation Standards:** Created project documentation templates and established Git repository structure ready for immediate deployment

Work Planned for Next Week

- **Project Proposal Presentation:** Schedule and conduct detailed project discussions with Maryland Nonprofits and UMBC DoIT to present specific technical solutions and assess sponsor interest

- **Sponsor Decision:** Finalize sponsor selection based on organizational fit, technical requirements, and project feasibility by September 18th
- **Final Proposal Completion:** Integrate confirmed sponsor details and selected project specifications into final proposal submission
- **Requirements Initiation:** Begin stakeholder interviews and detailed requirements gathering with selected sponsor organization
- **Technical Preparation:** Establish development environment, Git repository, and initial project documentation structure
- **Backup Coordination:** Continue engagement with expanded sponsor pipeline (6 additional organizations contacted) as contingency planning

Problems, obstacles, needs, or questions that I need help with from client, advisor, or instructor

- **Decision Timeline:** Need to make final sponsor selection by September 18th to allow adequate time for requirements gathering before September 22nd deadline - request guidance if both priority sponsors confirm interest simultaneously
- **Scope Validation:** Require confirmation that proposed technical approaches meet capstone complexity requirements across multiple software engineering subfields
- **Consent Process:** Need clarification on consent form execution timeline - whether digital signatures are acceptable or if physical signatures are required for sponsor agreements

Overall Status

- Project Status Color: **Yellow** (trending towards green)
- Project Status Color from Previous Week: **Green**