**Group/Project Name**

**No. of Members**

**Final Mark (5% out of total grade)**

**NOTE: length limitation: max 3 pages recommended**

| Request for Proposals (30 marks) | Mark |
|---|---|
| | |
| Project Overview (what is the need for improvement in the client organization) | 3 |
| Project Objectives (detailed) | 5 |
| Current system(s) at the client organization (if any) | 1 |
| Intended users of the system (in the client organization or outside) | 5 |
| Known interactions with systems within and outside the client organization (list up to 3) | 3 |
| Known constraints to development (list up to 3) | 5 |
| Project schedule (broad overview, to be derived from course schedule) | 3 |
| Project team members and contact information | 2 |
| Glossary of terms | 3 |
| TOTAL | 30 |