

Project Guidelines

You must follow these guidelines for all the projects that you work on in the human computer interface course.

1. Submissions

You need to submit a project and an individual report.

2. Project Report: This report is 10-20 pages. The report should contain the following:

- A brief description (1-2 pages) of how you solved the problem, e.g. what methodology you used, if you used iterative design, show an example of how your designs changed based on usability tests, etc.
- A prototype that contains the graphical screens: they should be detailed with functions and a brief description of what each screen does
- You are encouraged to design your prototypes with a tool such as Axure, InVision.
- Appendix that shows evidence of usability tests (e.g. usability test log, test subject profile, usability problems found, etc.)

3. Individual Report: A short report (preferably one page only) for each team member. Each team member should mention his/her contributions, and what was learned in the project, other comments. Further, each person should briefly mention the other team member's contributions. **You might lose 25% of the grade if you don't submit this report.**

Here's the template for the individual report if you are working in a group:

https://www.dropbox.com/s/duki6ga6x2cnw6v/personal_report.docx?dl=0

If you are working solo, here's the template for the individual report:

https://www.dropbox.com/s/5sstebqneubw6aa/personal_report_solo.docx?dl=0

4. Submission Guidelines

- Submit everything on Blackboard (no need for hard copies).
- Each team member should submit his/her individual report separately on Blackboard. The team leader should submit the project report on Blackboard (one submission per team).

Please don't e-mail me the submissions. Make the submissions on Blackboard.

5. Teamwork

- Each team should appoint a leader. It is your responsibility as a team to delegate responsibilities to team members. Make sure the responsibilities are relatively equal. Each team member must have a role in coding.
- **At any point in time, if there is an issue with your team, contact me as early as possible.** I can't help you when you inform me about problems too late (a day or two before the deadline).
- The idea behind teamwork is that you exchange thoughts with each other. Hence, teach other about your contributions.
- Each team member's performance will be evaluated based on the contributions that are mentioned in the individual report.

- A team member who doesn't contribute or contributes poorly will most likely get a very poor grade.

6. Collaboration with the Federal Reserve Bank

- Since this project is done in collaboration with the Federal Reserve Bank, you are encouraged to visit the money museum to get an idea about it.
- You will be able to meet up with Mr. Calvin Robertson, manager of UX at the Federal Reserve Bank, to ask him for any clarifications about the system. The date and time will be announced later on.
- Mr. Calvin Robertson will give a presentation on the project. The date and time will be announced later on.

7. Presentation of work

- On May 2, 2016, you are going to present your work in class. You may choose to use Powerpoint slides or simply walk us through the screens.
- It would be ideal if different team members are involved in the presentation.

8. Grading Policy

Factor	Percentage
Fulfillment of the technical requirements	25%
Quality of the work: <ul style="list-style-type: none"> • <i>Screens</i>: minimalistic, aesthetically pleasing, and relevant to the task, necessary overview when needed. • <i>Usability test</i>: Realistic, short and to the point. 	30%
Presentation of work: <ul style="list-style-type: none"> • <i>Communicating the message clearly and effectively.</i> • <i>Answering questions clearly.</i> • <i>You may choose to use Powerpoint slides or just simply walk us through the screens.</i> 	10%
Individual contribution to the team (Each team member gets a different mark)	25%
Teamwork	10%