**Schedule A**

Use this document to provide relevant project details about your organization and your project and send it back to the faculty Capstone Projects Coordinator (email provided at the end of this document).  
Please use simple text formatting as the data within this document is exported into our Projects database and formatting is lost during the export process. **NOTE: One Project per Form please**

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| **1** | **Client/Organisation Name:** | Brenton Pettit/ PRAC TRAC |
| **2** | **Organisation Description:  *Brief description of your business*** | *To design, develop and implement a software program for student work placement. The project will involve staff and students of the Justice Department of Swinburne University – including both Croydon and Hawthorn Campuses and outside employers – government, private and voluntary. The program will replace and refine the current trail of paperwork and be developed in conjunction to comply with the university’s and potential employer procedures and policies* |
| **3** | **Address:** | 3 Wiltshire Drive, Kew 3101 |
| **4** | **Website:** | No |
| **5** | **Direct Contact:** | Brenton Pettit |
| **6** | **Contact Title:** | Sessional Teacher |
| **7** | **Telephone:** | 0411 414 469 |
| **8** | **Email:** | bpettit@swin.edu.au |
| **9** | **Host Supervisor: *Who, from your Organisation, will be supervising the Project?*** | Brenton Pettit |
| **10** | **Supervisor Title:** | Sessional Teacher |
| **11** | **Department:** | Business and Finance |
| **12** | **Telephone(s):** | 0411 414 469 |
| **13** | **Email:** | bpettit@swin.edu.au |
| **14** | **Project Title:** |  |
| **15** | **Referred by: *Who referred the Client/Organisation to Swinburne?*** | Andrew Trivillian |
| **16** | **Estimated Project Length:  *e.g. 1 or 2 semesters*** | 2 Semesters |
| **17** | **Project Description:**  ***Brief description of project being undertaken.  (One Project per Pro-forma please)*** | *The project will deliver a robust, secure and user friendly Student/employer work placement software program that is mobile application based, and conforms with participant organisations’ operations, policies and procedures by supplying qualified, work experience ready students to appropriate Justice based workplaces. Such students being ‘front of mind’ for future participant employer, entry level job vacancies.*  *The App will be password protected for each participant. Applications from a student perspective, can only advance as mandatory elements of the application process are completed – eg the check box for receipt number the Police Check must be completed before the next step can be undertaken. From an employer’s perspective, work placement confirmation of location, times and dates and supervisor contact/reporting details, as well as an assessment section – numerical tick boxes - to be completed and submitted on the final day.*  *The result of a successful implementation of this project will see the establishment of a robust structure written into the policies and procedure of the both the university and the participant employer organisations.* |
| **18** | **Project Specialisations Area:   *e.g. Research, Mobile Application Design(Android & IOS); Database Design; Network Design & Security; Robotics; Application Development; Systems Analysis & Design; Web Development & Design etc.*** | Research, Mobile Application Design(Android & IOS); Database Design; Network Design & Security; Application Development; Systems Analysis & Design; Web Development & Design |
| **19** | **Project Skills:   *Brief description of any specific skills students will require undertaking this project. e.g. Business Analysis; Systems Analysis; Project Management; Software Programming; OIS; Android; Business Intelligence etc.*** | Research, Mobile Application Design(Android & IOS); Database Design; Network Design & Security; Application Development; Systems Analysis & Design; Web Development & Design |
| **20** | **Project Environment:   *Hardware/Software/ Programming Languages e.g.***  ***Android; IOS; C++; HTML; CCS3; Java; SQL; Visual Basic Script; Visual C++; XML, UNIX, Windows etc.*** | Application Development; Systems Analysis & Design; Web Development & Design |
| **21** | **Research Component:**  ***(Where applicable use this section to state topic of research relevant to this project. This may be part of the project or the entire project)*** | Research of current student placement practices will be supplied |

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| **Overview of this Proposal** | |
| 1. The purpose of this exercise is to provide an educational opportunity for the Student(s) to obtain real-world experience as part of their course of study. 2. The Contracting Party or Host Organisation wishes to support the skills development of the Students by providing details of their project to Swinburne and agrees to provide the Students with the opportunity to undertake the Project. 3. All parties acknowledge that Project details may vary as the skills of the Student(s) are assessed or the Project requirements change. 4. Neither Swinburne nor the Student(s) provides any guarantee in relation to the quality, originality, operability, delivery or any other aspect of any work undertaken or material produced by the Student(s) as part of the Project. 5. The relationship between the parties is voluntary and involves no payment or only nominal work experience payments within regulatory requirements. 6. Swinburne will arrange for the Students to assign any Intellectual Property in the Projects to Swinburne. Swinburne will then assign the Project IP to the Contracting Party or Host Organisation. 7. The Contracting Party, or Host Organisation, and Swinburne agree to perform their obligations in accordance with the terms and conditions of the STUDENT PROJECT AGREEMENT. 8. The STUDENT PROJECT AGREEMENT will be issued to the Contracting Party or Host Organisation once their Project has been accepted by Swinburne and students have been assigned to the project. | |
| **Permission to market the Proposal to Students** | |
| *Swinburne University seeks permission to market an overview of your project to prospective students, as an example of the types of projects offered under the Internship Project unit.  NB: No company or personal details will be identified.* | |
| I Agree to allow details of the project to be marketed to prospective students. | |
| **Name:** | Brenton Pettit |
| **Date:** | 28/11/18 |

**Send this completed Capstone Proposal to the Faculty of Science, Engineering and Technology, School of Software and Electrical Engineering, Capstone Projects Coordinator at: rbartels@swin.edu.au**