ECSE 211 Final Report Format

The intention of the final report is to create a document which reviews the process you have undertaken in designing your solution to the problem presented. You already have a significant amount of design documentation including, but not limited to, the original four documents which have been updated throughout the process, the Gantt charts with their weekly versions, the budget documents and the software and hardware architecture documents. In addition, there should be full test specifications and the results of the tests. All these documents (and all versions of them) should be handed in at the end of the course on a CD, DVD or Memory Key. These documents will be reviewed for part of the mark on this course. The documents should be properly indexed through a directory structure (so that the history of the documentation can clearly be found) and ***there must be a main file describing the contents of the disk*** so that we can easily find anything we want. In addition, please ensure that the ldd file of the final robot design is included. **2 copies of the CD (or equivalent) will be handed in.**

The goal of the report is not to duplicate information which already exists in the other documents, although it may refer to that information, if necessary. The report should concentrate on reviewing **the process** itself. It is limited to six (6) pages, single spaced in 12 point font (the same as this document). It should consist of the following sections (*each of which should be no more than 1 page long*) and answer the questions below in each section (*hint: it is often useful to write out the question and then the answer to it)*:

1. Introduction

*This should review the goals of the project – about half a page.*

*What was the main reason(s) for doing it?*

*What was the project intended to achieve?*

1. Team organization – the start up of the project

*How were tasks allocated?*

*How was the initial Gantt chart designed?*

*What information was used to estimate the initial task breakdown?*

*Were any guidelines followed in developing the first version of the chart?*

1. Issues encountered in the progress of the project

*Were all the dependencies correctly identified at the start of the project?*

*What dependencies contributed to the critical path of the project?*

*What initial ideas turned out either not to work or be based on wrong assumptions?*

*What other issues/factors had an impact on the project?*

*How did these affect the project progress?*

*In particular, did the project run to the plan you had initially created?*

1. The budget

*What constraints did the budget place on your team?*

*How did initial planning for available resources and budget spending affect the development of the timeline?*

*Did you allocate resources to all the project tasks, i.e. all the way to 15 April, at the start of the project and use this to estimate the budget. If not, explain why not.*

*What would you have spent if there had been no limits on the budget and when in the process would extra budget have been useful?*

*Where were you weak in resources and what would you have done to resolve this issue if you had fewer budgetary constraints? At what point in the project could these extra resources have been brought in?*

1. How the process contributed to the success (or failure) of the project

*Was the process useful in achieving the goals?*

*How would you modify the process to increase your probability of success?*

*Which parts of the process were the most difficult to implement and why?*

*How much time was devoted to testing?*

*Was this at the subcomponent level or did you leave it all to the end?*

*Were the tests you designed sufficient?*

*How much time did you estimate full prototype (i.e. integration) testing would take?*

*How much time did it actually take? If there was a difference, why?*

*How would you change your test design process to make it more effective?*

*What was the impact of the beta demo on your design process?*

1. The success of the Design (Robot) in meeting the original specifications and the performance requirements

*What is your impression of how the robot performed?*

*Did the robot perform as you expected – i.e. if you wrote down what you thought it would do before the demonstration, did it meet or exceed these expectations?*

*If the robot failed (i.e. did not meet all the performance requirements), why did it fail? Can you point to the sections of the documents that describe the decisions that led to the failure (provide the references to those decisions)?*

1. Conclusions

*What did you learn from this course?*

*Explain why a clear, effective and controlled process is necessary when working in a team and what it helped you achieve.*

*Is any of it applicable to other courses you might take?*

*If so, what and why?(name the courses)*

*What would you change in what you did if you were doing it over? (important!)*

**Two printed copies of this report should be handed in at the lecture on December 1 along with a soft copy on the CDs, DVDs or Memory keys you are handing in. Please note that 2 copies of the CD, DVD, or Memory key MUST be provided on December 1.**

Please note that the printed copies **MUST BE SIGNED BY ALL MEMBERS OF THE TEAM TO INDICATE THAT THEY ALL AGREE BOTH WITH THE CONTENTS OF THE REPORT AND THE INFORMATION HANDED IN ON THE CD, DVD OR MEMORY KEY.**

The report MUST contain the following paragraph above the signatures:

“The undersigned members of team *xx* agree that the contents of both this report and the information handed in on cd, dvd or memory key, provide an accurate representation of the work done on this course and the contributions of each team member.” (please replace “xx” with your team number)

DAL/FPF

25 November 2017