

DIGITAL HUMANITIES FINAL PROJECT –

PROPOSAL/PROGRESS REPORT GUIDELINES:

Project Name: Select something descriptive that will be used for all future communication about the project.

Team Members: List the names of all members of the project and the roles of each team member.

Project Background: Demonstrate that you've done some research and thinking about the context and execution of this project. You might integrate background research that justifies your project choice and/or point to comparable/aspirational digital projects.

Purpose: Write a concise summary of what you intend to achieve with the project.

Project Goals: List all of the outcomes the project must achieve to be considered complete.

Required Tools: What tools are you planning to use? How do you plan to use the DH tools you selected for your project?

Ethics & Data Collection: What data will you need to collect? What are aspects of this data's creation, collection, and display that you'll consider in your project? How do group members identities/standpoints relate to this data collection and related bodies?

Plan of Work: This should include a timeline for the project, which includes deadlines for activities required to complete the project. Note who will complete

each task and make sure the workload is balanced. If necessary, also include what will not be included in the scope of your project.

***** Your Proposal and Progress Report should follow the above guidelines. Your Progress Report will be a more refined, specific version of your Proposal. *****