

COMP3851A – Computer Science and Information Technology WIL
School of Information and Physical Sciences
University of Newcastle – 2022

PROJECT PLAN

The purpose of the project plan is to enable the student to reflect and analyse the project to be undertaken, setting objectives and activities. The document should be between 1,300-1,500 words long, with the following information:

1. Title

2. Background: Suggestion of points to be addressed are:

- What is the background of the company/institution?
- What is the object of the work or problem to be solved? What is the motivation for the project?
- How do people address that problem now?
- Is it genuinely feasible in the timeframe available? Are the team's skills adequate?

3. Aims: Describe the goals of the project.

- Keep aims clear and succinct. Numbered items can work well.
- Are aims measurable?
- Aims must be attached to deliverables.
- Self-learning is not an aim – it is a method/activity.

4. Methods and activities: Describe in detail the methods/technologies to be used and activities to be undertaken.

- What are the activities required for each aim to be achieved?
- Describe the design/methods to be used.
- Activities can include self-learning required to acquire skills necessary for the project.
- Link the activities to the aims
- Remember this is a capstone course, so activities must align with a 3rd year level project and require knowledge at that level.

5. Ethics, intellectual property and confidentiality considerations

- Ethics issues can include confidentiality, privacy and use of proprietary data, among others.
- Will your software interact with people? Or collect data from people? Then you should complete this section.
- Can minors have access to your software? How secure will the software be?
- Are there any risks (personal injury, loss of income, etc) for someone using your software? How will you address those ethics issues?

6. References (references do not contribute to the word limit)

- Include a list of all references.
- Journal papers, websites, white papers, online reports, etc.
- Use a standard for citing references, e.g. Harvard style or IEEE style.
 - <https://www.citethisforme.com/>