SET Report Standards Adherence

Code	Description
RSA	- according to the SET Report Standards, you are to have a title page which contains: - the name or ID of the course (SAaD / PROG1150) - the assignment name or ID (Milestone-01 / ML-01) - your name - the title of the report – in this case it was supposed to be "The GIORP-5000 – A Critical Summary Analysis" - the date of submission - the SET Report Standards also dictates that your report: - has a table of contents (TOC) - has page numbers on each page - you were missing some or all of these components. It is important to get the basic report writing format straight for any document you may produce in your career

Required Sections / Sub-Sections

Code	Description
SSA	- the requirements specified that you were to have a major section in your document titled Project Summary of the GIORP-5000 - this major section should have been titled
SSB	- the requirements specified that you were to have a major section in your document titled Requirement Summary and then have a sub-section for each known sub-system of the GIORP (6 in total) - these sub-sections should have been titled Kiosk Environment, Item Searching Ability, Item Inventory Level Tracking, Item Mapping, Item Ordering and Item Viewing Ability
SSC	- the requirements specified that you were to have 2 sub-sub-sections in your document for each of the sub-systems - the sub-sub-sections were to be titled Known Functional Requirements and Additional Questions about Requirements
SSD	- the requirements specified that you were to have a major section in your document titled Future Considerations
SSE	- the requirements specified that you were to have a major section in your document titled References

Information Layout, Presentation and Style

Code	Description
ILA	- it is expected that this Milestone document would be presented as a professional document and appear as such - this means that the content of complete sections were not presented simply as a bullet/numbered list – there always needs to be a sentence or two included in section content prior to enumerating / listing facts and items in a list format
ILB	- as indicated in the SET Report Standards, each new major section is to begin on a new page
ILC	- as indicated in the SET Report Standards, all sections, sub-sections, sub-sub-sections, … must be numbered in a technical report
ILD	- it is expected that spelling and grammar checking is done in all professional reports prior to being submitted

Accuracy of Information	
Code	**Description**
AIA	- Did your <u>Project Summary</u> section restate the purpose and scope of the GIORP-5000 system in **your own words**? This sections should <u>not</u> have been stating the purpose of the document – it was to give the purpose of the GIORP-5000 (what it can do, what its purpose is, etc.) You also needed to remember that this was to be a system summary – so too much specific low-level details were not welcome here.
AIB	- did you gather and list all (or almost all) functional requirements for each of the sub-system? It is okay if the requirements are captured in bullet list format – but by no means were meant to be a cut and paste of requirements from the GIORP-5000 document. Avoid too much low-level detail.
AIC	- given the way that the original set of GIORP-5000 requirements were written, you should have been able to come up with more than a couple of *Additional Questions* about the requirements – for further clarification and/or meaning. Note that being as these are questions, they should **<u>not</u>** have been presented in a bullet list format. As well, these questions should have been about the requirements (the "what" of the system) and not about the design or implementation (the "how" of the system).
AID	- while critically analyzing the GIORP-5000 requirements, it is expected that you should have been able to come up with more than a couple of questions that you asked or wondered about with regards to the requirements and how they would be designed and/or implemented (the "how" of the system) [Future Considerations]. Since these are questions, they should not have been presented in bullet list format.
AIF	- it is expected that you referenced the original GIORP-5000 requirements (by Thorton P. Snodgrass) in APA format [SET Report Standard]