3375 Project Proposal Template

3375 Project Proposal – ONE JOINT PROPOSAL PER PROJECT

See Project Intro Document for deadlines

Save File as **F25_3375_S1_G#_AppName_Proposal.pdf**. For e.g., if your name is BuyIt and your group number 2, then the document would be F25_3375_S1_G2_BuyIt_Proposal.pdf

Team Lead: Assign one person as the team lead who will be responsible for submitting your joint work (e.g., Proposal, Requirements Document, Final Report, etc.). Project Proposal needs to be submitted both on blackboard by the team lead and checked into the github repository (see intro document for github repository details).

Note that progress reports are individual submissions.

Prepare your report professionally. Your English writing skill and the structure/composition of the proposal is part of the marking. The length of your **proposal** should be **at least 2 pages** excluding the title page. The proposal should contain the following:

- **Title Page**
  - Provide a concise and catch **name for your app – this is the AppName**
  - Provide a one line description of what the app does
  - Include the team members' full name and student ID.
  - Include the course and section number.
  - Clearly state the **Team Lead** (responsible for all join submissions in the project)

- **Introduction**
  - Describe the app.
  - How is it novel?
  - What is the transformative experience for the user?
  - Motto for your app

- **Background Research**
  - What the market competitor apps? Apps that you see as being competitors for your app idea
  - What are the market inspiration apps? Apps that you see as giving you new ideas or perspectives to bring a transformative experience in a new domain

- **PACT Framework:**
  - Identify People, Activity, Context and any specific technologies you may need for your app idea
- **Value Proposition:**
  - Based on the PACT framework, and based on the novelty and utility, draft a value proposition for your app

- **Project Contract:** Include a contract (signed by all team members) agreeing team workings (e.g., how often you will meet, how you will communicate with each other, anything else you see

relevant for workings of a team). You may include any additional agreements such as meeting format.

- o **Optional Preliminary list of features**
  - ▪ You may list of preliminary features that would make your app novel, high utility and provide a transformative experience for the user
  - ▪ This is just an initial list and can evolve as the design process evolves down the line

- o **AI Use Section:**
  - ▪ *Table of AI Tools and Specific Use:* *It must contain a table showing tool name (with version number, and account type i.e., free vs. premium), and the specific use of the AI tool (e.g., Loveart AI, starter account free trial, Used for creating app LOGO).*

AI Tool Name	Version, Account Type	Specific feature for which the AI tool was used

  - ▪ *Value Addition:* *What value did you add over and above what AI did for you.*
  - ▪ *Appendix:* *Prompt history must all be saved in the appendix*

- o **Work Date/Hours logs for student (or each team member):** Work logs for EACH STUDENT in the team must be included in the proposal.

  Having smaller chunks more regularly is important.
  Creating broad logs with 10 hours and 12 hours in a day will be counted as inaccurate logging with insufficient granularity of work logs.
  Instead create an entry for work done every day that you do the work.

  WORK LOG TABLE: MUST REFLECT WORK DONE, UPDATED FREQUENTYLY AS AND WHEN WORK IS COMPLETED

  StudentName:

Date	Number of Hours	Description of work done
Jan 14, 2025	2	Initial research on Topic XXX – added research document to Repo
Jan 15, 2025	1.5	Proof of concept – sample project – Code checked in the repo -> implementation folder -> Samples

- o **Closing and References**
  - ▪ Include acknowledgement to any person or institution if needed.
  - ▪ Include a list of the literature and sources that you have cited in your proposal.

3375 Project Proposal Template

3375 Project Proposal Template

The grading rubric for the Project Plan Proposal (15 points for group + 4 points for individual for work log)

Criteria	Grading
App Idea • Novelty of the app • High in utility • Transformative Experience for the user • Interesting name for the app	4 points
PACT Framework and Value Proposition • Identify elements of the PACT framework • Value proposition draft accurately captures app's utility, novelty and feel	3 points
Background Market Research • Market Competitors • Market Inspitation	3 points
Research Planning and Timelines • Contract clearly outlines terms for team functioning and signed by student (or all team members)	1 point
AI Tools USE SECTION • AI Tool Use documentation, and details (e.g., AI Tool Table, value addition and prompt history in appendix)	4 points
Work logs for each student • Work logs are detailed and are listed in small chunks of work as and when work is completed	4 points