Group Leader Name & ID: ……………………………………………………   **Date:** ………………………..

Group Members	
Student ID	**Name**

Checklist for Assignment Submission (deadline: 5PM, 10 Feb 2020)

1. One printed report per member:
   - ☐ Proper cover
     - ☐ Subject code and name
     - ☐ Title of assignment
     - ☐ Name, student ID, major and email of the student submitting the report
     - ☐ Name, student ID and major of the remaining group members
   - ☐ Introduction
   - ☐ Detailed explanation of the developed system
   - ☐ Electronic schematic or block diagram
   - ☐ Flow charts or pseudocodes
   - ☐ Conclusion
   - ☐ One page per group member, individually authored, outlining that person's reflections on what he/she has contributed to the team effort and what he/she has gained from his/her participation (must be **SPECIFIC**)
   - ☐ One printed source codes per group (with proper comments/annotations)

2. Posts on Wordpress:
   - ☐ Progress of assignment
   - ☐ At least 3 face-to-face meetings (dates, times, places, attendees, photos and a summary of discussions during each meeting)
   - ☐ Provide the link to the Wordpress page in the report

3. One CD or DVD per group:
   - ☐ Editable report (e.g. Microsoft Word format)
   - ☐ Complete source codes with proper comments/annotations
   - ☐ Video file demonstrating the working prototype (in landscape mode with subtitle)

**Please submit this checklist together with the assignment to
Madam Miskiah at Microprocessor Lab (AR2006, 1st Floor, FOE Building)**