# COMP305 : Software Engineering
# Project Documentation Template

The Project documentation should be web based. The best way to go about it is, create just one page for the entire document with the appropriate navigational bars to link to the various sections.

1 .Abstract

2. Table of Contents

3. List of Illustration

4. Introduction
    a). Purpose
    b). Background
    c). Scope

5. Standards and Specifications
    a). Documentation Standard Tools

6. System Specification
    *System Overview and System Analysis Models*
        a) Detailed list of System Requirements
        b) Feasibility Analysis
        c). Use Case Models and detailed Scenarios
        d). Class Diagrams
        e). Sequence Diagrams
        f). File Specifications (File and Database Specifications: Relation! Attribute Matrix, SQL commands used in Creating Tables)

7. Program Specifications
    a) Screen snapshots of navigational user interfaces, inputs forms, and reports and their descriptions and usage

8. Implementation 'Schedule
    a).Budget and Personnel Requirements b). Schedule( Gantt Charts)

9. Recommendations and Conclusions.

10. Appendix

## REPORT DESCRIPTION

**Abstract:**
Specify the course and the semester for this project in this section. For example, it should include a statement like this: " This is a documentation for a course project in CSC302 Software Engineering I, Spring 2005…". Then go on and describe briefly the software, platform and CASE tools used.

**Table of Contents**
If the document were to be a hard copy, you would have created a table of content. As a web based document you must still create a table of content, which is nothing but the items 1 through 10 above. Instead of specifying the pages as you would have done in a hard copy, you can use the list as links to the corresponding sections in the document.

**List of Illustrations**
The document is going to have a lot of embedded graphics( screen shots for the various forms and reports, diagrams for the various models, tables, etc). You must provide a list of all these illustrations and links to them from here.

**Introduction.**
Opinions vary on the format and content of the introduction to a report. The following are some suggestions. The introduction should be no more than 2 single spaced pages (or 3 double spaced pages) in length. The introduction helps the recipient determine whether or not the report is relevant and explains how to read it. The introduction is divided into four captioned subsections:
**Purpose -** The purpose states, in one paragraph, why the report was written and what action is requested from the reader. The first sentence begins as follows: The purpose of this report is to .....
**Background -** The background states, in one or two paragraphs, the history of the project that led up to this project initiation (and why) up to completion of the study of the current system. If your report describes a proposed system, the background should cover a period from project initiation, through analysis, and up to completion of the systems design.
**Scope -** The scope briefly describes the business application and users affected by the project.
**Report Structure -** The report structure is similar to a narrative table of contents. Why do you need this subsection if you have a table of contents? Simply stated, a table of contents frequently contains headings that won't be understood by every reader of your report. Also, this is an opportunity to explain the rationale for the report's organization, especially if you deviated from some standards.

**Standards and Specifications.**
The standards and specifications section describes the documentation standards that you followed and the technical environment that your system uses. The documentation standards may be presented in list format. You should consider including legends that may help the reader interpret some tools and text formatting. diagrams). The technical environment should describe the hardware and software constraints including: Central processing unit make and model
Disk drives and capacity
Tape drives and capacities
Input devices
Output devices
Operating system
File management or data base management system
Other software constraints

**System Specification**
This section provides two high level views of the system, one for users and one for programmers and operators. While a picture is worth a thousand words, a picture doesn't always tell the whole story. Therefore, write a narrative for use case models and fully describe the scenarios. Outline the classes, attributes and data types.
(Note: Most of the documentation can be generated using a CASE Tools. Documentation for the Use Cases, Class Diagrams and Sequence Diagrams can be generated. You can further edit the generated document by removing unwanted features. You may have to add the Use case Scenarios yourself, since this is not part of the generated document).

**File/Database Specifications.** File and/or data base specifications are presented in their own report section because files and data bases are a shared resource in the system (shared by the numerous programs that will be used in the system). For the non-technical readers benefit, briefly describe each file in a paragraph.
Conclude each paragraph with reference to file design documentation (primarily for the technical reader).

**Program Specifications:** Program specifications should include all the technical documentation needed by programmers to construct and deliver the programs in the system. Because different programs may be assigned to different programmers, each program specification should begin on a new page. This technical documentation should include:
Input Screen Display Layout.

Output Screen Display

**Implementation schedule**

Your implementation schedule should be preceded by a staffing budget. How many programmers will be needed, Other Specialists, Project Schedule, Backup and recovery strategies

**Recommendations and Conclusion.**

Under the administrative format, this section would immediately follow the Introduction. Regardless of its location, this section somewhat inversely mirrors the introduction section . Instead of a "purpose," you offer a "closing" - "This report presented ……" . Instead of a history, you write a one or two paragraph "proposal.". This proposal tells the reader what should happen next. Conclude with a courteous closing and a call to action (on behalf of the reader).

## SUGGESTIONS

1. You may be frightened by the size of this report. Don't be! You did most of the work during the analysis, design and implementation phases. Furthermore, the bulk of the report consists of forms and charts, not text.

2. Be consistent in your use of captions. Captions help the reader see the report organization. Try the following:

1st Level Headings - Page break
Upper case
Centered
    Boldface or underline
    2nd Level Headings - No page break except for the beginning of a new program
    Upper case
    Flush left
    Boldface or underline
    Skip one or two lines before beginning text
3rd Level Heading - No page break
    Upper/lower case
    Flush left
    Boldface or underline
    Skip three spaces, and immediately start text

You may, of course, adopt other schemes.

You should give all illustrations figure numbers and reference them within the text. A figure should always be placed as closely as possible following its text reference (never before its text reference and never at the end of a section or report).

Check your spelling carefully. Nothing detracts more from your image than careless errors, and spelling is the most careless of errors. If you are using a word processor, try running the document through a spelling checker.

Check your sentence structure and grammar carefully. There are two easy ways to do this. First, have somebody else read your report. Second, read your own report out loud. Anything that sounds wrong or awkward probably is!

Remember, professionalism and appearance is very important. They rarely cover mistakes; however, they do make mistakes seem more tolerable.

The perfect report has never been written! This is not an excuse for doing sloppy or incomplete work. However, we occasionally encounter students whose obsession with perfection deters their progress. Strive for balance.

Finally, a link to a compressed installation package, users can download and install on their computers.