

## Team Project: Final Project

### What to hand in:

- Due: 11:59PM April 6 (Tuesday Lab) or April 8 (Thursday Lab)
  - As a Team:
    - In the Documents Repository:
      - **Closeout.pdf**
      - **FinalPresentation.pdf (slides)**
      - all project documents from all project phases
    - In the Meetings Repository:
      - the appropriate meetings document
    - In the Project Repository:
      - All required source files
  - Individually:
    - In the TimeSheets Repository:
      - updated **TimeSheets.txt**
    - In the Contributions Repository:
      - **Closeout.txt** complete with your Contributions Documented
    - In the Evaluations Repository:
      - **GroupEvaluation.pdf**
      - **SelfEvaluation.pdf**
- A team presentation (10-15 minutes) will take place *in class* on April 7 or April 9

### Closeout Document

This document will describe the final project state and summarize how the goals of the project and the team were met. It should be formatted as follows:

#### Document Overview

A short (2-3 paragraph) description of the contents of the document.

#### Project closeout

Describe the final state of your project, including:

- an overview of project
  - its intentions and objectives
  - its final state
- a review of the features and functionalities that were changed, added, and omitted between original idea, and final product
  - the rationale for these changes
- a review of team structure and organization, and an evaluation of its effectiveness
- a review of team and individual strengths and weaknesses, compared to original expectations
- recommendations for what could be done next if the project were to continue
- a discussion of what the team would have done differently if they could do it over

#### Project Files

Ensure your team repository contains copies of all project documents from all project phases.

## Final Presentation

Produce professional quality and well-organized presentation slides for your presentation. Please remember that ½ of the class is unfamiliar with your team's project, so it is important to provide a clear overview of the project's intentions and goals.

## Team Presentation

In class on April 7 or April 9, each team will give a presentation (15-20 minutes) summarizing the information in the document described above. It should be split equally across the following two topics:

- the success of the project itself
- the success of the team both as a team and individually

## Team Assessment

It is time for your final team assessment. Remember that this assessment is private and if correctly submitted to your individual git repository will only be seen by yourself and the instructor.

Self-assessment:

- using the SelfEvalForm.docx, evaluate your contributions to the group project and save it as SelfEvaluation.pdf
- using the TeamEvalForm.docx, evaluate your group members' contributions to the group project and save it as TeamEvalForm.pdf.

## Evaluation Criteria

This assignment is worth 20% of the overall project mark. Your mark will be based on the team's contribution, weighted based on your peer-evaluated contributions to this deliverable.

### **Final Project [ /5]**

- submitted on time
- completeness

### **Group Assessment [ /1]**

- submitted on time
- completeness

### **Team Presentation [ /2]**

### **Total Mark: [ /8]**