

CSCI 6838.02 Fall'18 - Capstone Project Report Guidelines

- **Technicalities**

- All reports must be type written in word document using Times New Roman 12-point font and 1.5 spacing.

- **Report Structure**

All reports must adhere to following structure:

- Title Page: The title page is the first page of a term paper. It is not numbered. It contains details of:
 - the title of the project
 - the title of the course, instructors' name, mentor's name
 - the team name and each team member's name and email address
 - the date of submission
- Acknowledgements: acknowledge all individuals that helped you in developing the project and explain their contribution
- Table of Contents: Include all remaining sections with sequential numbers assigned to each section, and include page numbers to each section and subsection. Use explicit but brief titles and sub-titles.
- Introduction: Define the project and motivate the reader regarding its importance. This section should address following questions:
 - What problem are you solving?
 - Why are you solving it?
 - How does this relate to other work in this area?
 - What work does it build on?
- Requirements Analysis: Show that you have carefully gathered and analyzed all levels of requirements
 - User requirements
 - Functional requirements
 - System requirements
- System details: In this section you must provide the high-level design, implementation and testing details.
 - Show and explain the high-level system architecture with various important blocks in the system. In many projects, the initial design and the final design differ somewhat. If the differences are interesting, write about them, and why the changes were made. If your design was not implemented fully, describe which parts you did implement, and which you didn't.
 - Discuss the most important/interesting aspects of implementation. It probably won't be possible to discuss everything - give a rationale for what you do discuss.
 - Explain how the program/system was verified.
- Project Management: In this section explain how the project was planned, milestones were achieved and contribution from each team member.

- *Conclusion & Future Work*: What have you achieved? What are the lessons learnt? Give a critical appraisal (evaluation) of your own work - how could the work be taken further (perhaps by another student next year)?
- *References*: Give publication details for all the references you have made in the report. Avoid plagiarism by:
 - Refraining from lifting code or sentences directly from the web.
 - If absolutely necessary and you used code or sentences from another resource, make sure you reference it appropriately
- *Appendices*: use appendices to include any material that you think might be useful to the reader but didn't fit in the main sections of the report. For example, if yours is a pure development-based project you may want to consider including following appendices:
 - System manual: include all the technical details (where is the code? what do you type to compile it? etc) that would enable a student to continue your project next year, to be able to amend your code and extend it
 - User manual: include the steps for using the product you developed
 - Detail design: include detailed class diagrams, UI design diagrams etc