# This document when submitted is worth 20% of the overall marks of the project module. Therefor it is in your best interest to submit as much detail in this document as is possible.

# Project Title

Full Name of student

# Date (mm/dd/yyyy):

# Recipient Organization:

Course Title:

# Interim Progress report

# Introduction

In this section give an introduction to the content of the document etc.

# Abstract

In this section give a summarised view of the project so far from the point of view presented in this document. It should identify what the document set out to achieve and how the results presented. This is essentially a summary of the document.

## Project overview

A very brief outline of the project concept. Project name. Student name etc.

## Project expected deliverables

Outline a listed format of documentation and code required for the project completion

## Project actual targets met

Outline the targets that you have met to date

## Deliverables yet to be achieved

Outline the deliverables you are yet to accomplish and explain why you have not yet achieved these. Determine for each outstanding deliverable if you envisage reaching this goal.

## Main problems encountered

Outline main difficulties so far

## Expected Stumbling Blocks

Express any concerns you see as hindering progression and explain any contingency plans you intend to implement to cope with such stumbling blocks.

## Focus on rubric

Outline how you feel your project is measuring up against the grading rubric each section should be identified with supporting material where possible.

# Summary of project progression

In this section summarise your progress and reflect on your opinion of the progress so far. This section should contain a breakdown of how you are feeling at this point and any thoughts you may have on the learning, development, software engineering and documentation thus far.

# Supporting research

As you are presenting a project based on learning covering a full course you at this stage will be expected to present formal academic papers with a supporting argument from a published source to cement any point you make. To this end it is expected that a sufficient level of referencing present throughout this document.

# Graphical representation

Screenshots, Images, charts etc should accompany this document where necessary

# Guidelines for presentation

As this is a formal academic document it must contain:

* A cover page
* Table of contents
* Bibliography
* Page numbers

## Formatting

Please use following formatting throughout your paper.

* 12pt font
* Justified text (no ragged edges)
* Headers have a maximum size of 16pt font
* **References should use the Harvard UL Referencing system.**

## **Plagiarism**

It is of upmost importance that any work which is not your own is clearly referenced. Copy and paste from other sources will be detected and will not be acceptable at this level. **You must reference your work.** References must conform to **Harvard UL**. Poor or inappropriate referencing will result in a failing grade. A recommended similarity on TurnitIn should be below 30%