Client Sign-Off

Date: Click or tap to enter a date. Client Name: Click or tap here to enter text.

Team Members Names: Click or tap here to enter text.

The team will submit completed tasks for your review and approval. For any tasks that require revisions please provide detailed notes for the team based on your expectations for these updates. This chart will be used throughout the project by you and the team to track approved tasks and revisions. Once a task has been successfully revised and the task can be updated to approved.

* *Approved:* You have reviewed and accepted the task provided.
* *Not Applicable (N/A):* This task either does not apply to the project or you have chosen not to review it as part of the deliverable at this time.
* *Revisions:* The task does not meet the expectations discussed and requires changes based on feedback provided.

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| --- | --- | --- | --- | --- |
| **Tasks** | **Approved** | **Not Applicable (N/A)** | **Revisions Required** | **Revision notes** |
| Client Letter from the Chair |  |  |  |  |
| Project Charter |  |  |  |  |
| IP Contract |  |  |  |  |
| Overview of key due dates for iterations and the final product (15 weeks). |  |  |  |  |
| Use Case Diagrams |  |  |  |  |
| Use Case Descriptions (minimum of 5 significant) |  |  |  |  |
| Analysis level (Domain) Class Diagram |  |  |  |  |
| System Sequence Diagrams (minimum 3 significant) |  |  |  |  |
| Statechart Diagram(s) |  |  |  |  |
| Design Class Diagram |  |  |  |  |
| Design level Sequence Diagrams |  |  |  |  |
| Navigation Diagram(s) |  |  |  |  |
| User Interface Prototype (Menu Screen Captures) |  |  |  |  |
| Output Design |  |  |  |  |
| Entity Relationship Diagram (ERD) |  |  |  |  |
| Data Dictionary with field-level definitions or Glossary |  |  |  |  |
| Unit Tests Plan and Results |  |  |  |  |
| Working Code Demonstration 1 |  |  |  |  |
| Working Code Demonstration 2 |  |  |  |  |
| Working Code Demonstration 3 |  |  |  |  |
| User/System test plan(s) and results |  |  |  |  |
| Hand-off of completed application developed.  A finalized document that includes:   * User Technical Manual and * Project ID and Deployment Guide |  |  |  |  |

**Sign-Off**

I Click or tap here to enter text. have reviewed the submitted deliverables from the team on  
 Click or tap to enter a date.