Sponsor's Project Acceptance Document

This document is the means by which your project sponsor formally agrees that your project has been satisfactorily completed and that it meets the project goal and objectives that were set at the onset of the project. It is therefore important that you describe the goal, objectives, and related metrics in the appropriate section below. The "PLAN" section is to be prepared at the beginning of the project and the "RESULTS" and "ACCEPTANCE" sections after your project has been completed. Your sponsor should provide input and sign where indicated. The signed document will also be a required section in your Project Final Report. This document is a template whose sections may be expanded as necessary.

PLAN
(To be filled out and signed at the **start** of the project)

Project Name: __Apply Laws of Information Security_____

Student Name: _____Yaochen Yu_____

Sponsoring Organization: _____NYU SPS, The Digital Forge_____

Project Sponsor Name and Title: __Dr. Andres Fortino, Clinical Associate Professor _____

Project Sponsor Contact Information (email and phone): _ agf249@nyu.edu __

Planned Start Date: _02/15/2024__   Planned End Date: __05/09/2024_

PROJECT PLAN

At the project start, show the project goal; the project objectives, and related metrics to be used to show successful project completion. The sponsor should sign to indicate agreement. Please use PDF version for signatures

Project Goal: This project aims to develop an advanced chatbot using large language models (LLMs) to apply the best practices of the information technology industry to technology adoption. The primary goal is to create a tool that assists information security professionals in understanding and applying relevant laws and best practices to their technology projects.

Objective #1: Create a functional requirement specification.
o Metric: Delivery an FRS and approved by my client including information like use cases, project cases and others.
o Time Metric: 02/15/2024
Objective #2: Development and Integration of a Comprehensive Database into the Chatbot
o Metric: Successfully measured by the integration of at least 95% of identified relevant laws and best practices into the chatbot's database, ensuring comprehensive coverage. It will be reviewed by the client and get positive feedback.
o Time Metric: 03/15/2024
Objective #3: Accurate Chatbot Responses and User Satisfaction
o Metric: Achieve an amalgamated success rate, with the chatbot demonstrating at least a 90% accuracy in providing information on IT best practices and "common laws," while simultaneously garnering an 85% or higher user satisfaction rate, as per feedback and usability metrics. The client will give final approval and achieve 95% satisfaction rate.
o Time Metric: 04/15/2024

Objective #4: Draft the technical report and upload documents to GitHub.
  o Metric: Client and Sponsor are 95% satisfied by the final uploaded version
  o Time Metric: 05/06/2024

I agree with the above-planned project goal, project objectives, and related metrics.

DocuSigned by:

Siranush Kostanyan

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Project Sponsor Signature

2/12/2024

Date

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RESULTS
(To be filled out and signed at the **end** of the project)

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PROJECT RESULTS

Planned Start Date: ____   **Planned End Date: ____**

Actual   Start Date: ____   **Actual   End Date: ____**

If actuals differ from planned dates, the revised dates (Actual) are accepted by the sponsor if initialed here: **Sponsor Initials _____**

Project Goal

Was the project goal achieved as planned? ☐Yes ☐No **Sponsor Initials _____**
Reason missed: _____
If NO, please explain why this is an acceptable deviation. _____

Project Objective #1: <as shown above in Plan section>
Did the student's project meet this objective with associated measures and metrics as established at project inception?

Objective#1 ☐has or ☐has not been met. **Sponsor Initials _____**
If not met please explain why this is or is not an acceptable deviation.

Objective#2 ☐has or ☐has not been met. **Sponsor Initials _____**
If not met please explain why this is or is not an acceptable deviation.

Objective#3 ☐has or ☐has not been met. **Sponsor Initials _____**
If not met please explain why this is or is not an acceptable deviation.

Objective#4 ☐has or ☐has not been met. **Sponsor Initials _____**
If not met please explain why this is or is not an acceptable deviation.

Sponsor's Overall Evaluation of student's performance: _____(*expand, as necessary*)

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ACCEPTANCE
(To be filled out and signed at the **end** of the project)

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PROJECT ACCEPTANCE

☐ Project was completed satisfactorily and is hereby accepted

☐ Project was completed satisfactorily but did not meet <u>all</u> objectives, as shown above.
The Project is, nevertheless, accepted.

_____   **_____**
Project Sponsor Signature   **Date**

_____   **_____**
Student Signature   **Date**