The purpose of this document is to explain in clear detail, the proposed functionality of your finished project. Moreover, it specifies “what” your project will do to achieve those goals.

**Project Summary**

Provide a broad overview of what your project will do. You will be effectively elaborating on your initial proposal.

**Background**

This section adds detail as to why you are implementing this project and what is unique about it. Items to include COULD be:

* Is useful and worthwhile (from the functionality you will be implementing)
* What needs it fulfils or problems it solves.
* Are you doing it in conjunction with an outside company?

**Objectives**

State your main goals for this project, i.e. what you hope to achieve and/ or contribute.

* Objective 1
* Objective 2
* Objective 3

**Technical Requirements**

What are the technical requirements for this project? Include hardware, software, computer and lab resources, datasets etc.

**Risk Assessment**

What are the risks associated with this project and how might they be minimised/averted? These might be associated with technology, users, etc.

**Project Methodology/Approach**

Describe how you will obtain the objectives presented above. For example, if you are going to use an Agile Methodology and an iterative approach to your project. You need to document what this means to you are how you approach your project (e.g. analysis, design, implementations, and tests for each iteration). Understanding and coherently documenting your approach will reinforce your goals not only for your benefit but for your supervisor and the project panel.

**Project Plan**

Present a plan for managing the project. Use a Gantt chart to show a detailed schedule for the project. This should include project phases, time estimates, deliverables, and milestones. Complex tasks should be broken down into smaller sub-tasks.

**Conclusion**

A summary explaining the potential value of the project emphasising its feasibility.

**Bibliography/ Reference**

Follow Harvard referencing guidelines for this document. All assertions and

statements of fact must be backed up by suitable references.

**The expected output should be 3~5 pages excluding TOC & References.**