

Phase I: Project Proposal

Phase I

During Phase I, the team members meet for the first time to introduce themselves and share their skills and experiences. It is critical to create an environment in which all members are able to share their ideas and learn about them. The purpose is to use collaborative decision-making to figure out the best idea for the project.

What should we include in this Phase I project proposal?

Write a project proposal that is between one and two pages long (12 pt font or larger, one column, one-inch margins, single or double spaced), outlining the main concept and the initial design layout of your application.

**** To create a logo for your project, you might want to use online tools.
The resources listed below can be used to create free online logos:**

- <https://www.freelogodesign.org/>
- <https://www.canva.com/>
- <https://www.logomaker.com/>

**** Online flowchart maker** **Phase II** [Make a Flowchart](#)

Phase I: Project Proposal

Effective Communication:

Each group's members should communicate with one another as soon as possible. The guidelines provided below will assist you in effectively collaborating and communicating on your group project.

Creating a forum for all team members to communicate and participate in the project is critical to its success. Team collaboration tools for task management, file sharing, and document collaboration all increase overall team productivity.

- Use Google Docs for sharing and collaborating.
- Use Zoom for online meetings and project-related discussions.

Use **Canvas Discussions** to share knowledge or post questions related to the project.

IMPORTANT

The project is a group task that must be distributed equally and fairly among the group members. Each group member will have the opportunity to evaluate the other members at the end of the term. These evaluations will reflect members' participation and contribution to the project's completion and may have an impact on a student's final grade. This also applies to any Phases I, II, or III grades.

Thank you for your understanding and cooperation.

Sample Project Ideas

1. Online bank management system
2. e-Healthcare management system
3. Online Survey System
4. Library management system
5. Online Booking System
6. Insurance Management Systems

Project Milestones

- Phase I **Due Oct 7** (Submission Canvas Project)
- Phase II **Due Oct 28** (Submission Canvas **Group Project-GitHub - Link**)
 - [group] Status Reports (5 marks each)
- Phase III **due Nov 30** (submission **Group Project-GitHub - Link**)
 - [group submission, one per group]
 - Recorded Video/Prototype Presentations **due Nov 30** (11:59PM)
 - Complete Project Documentation
 - [individual] Self-Reflection Document (5 marks)
 - [individual] Individual Contribution Form for Group Project (5 marks)
 - [individual] Evaluating Group Presentations (5 marks)