**COMP 693 Industry Project**

**Final Report**

**Title of the Project/ Independent project**

**(Industry Project, Independent Project, Research Project)**

Submitted

By

**Name: ?**

**Student ID: ?**

**Host Company**: ?

**Name of Mentor**: ?

**Mentor Email**: ?

**Company Address**: ?

Date: ?

Lincoln University

**EXECUTIVE SUMMARY**

Use the headings below to give a short summary of the project giving an overview of the problem addressed, goal, methods employed and the outcome in terms of the product/process developed describing its purpose, features and testing as well as its strengths and limitations (**150 words**) **(delete all instructions in the template when you submit your report)**

**Problem Addressed**:

**Goal:**

**Methods:**

**Outcome:**

**TABLE OF CONTENTS**

Provide a table of content for easy access of your content. This provides heading and subheadings and page number where these can be found.

**GLOSSARY/ACRONYMS**

List and define non-typical technical terms and any terms related to the application domain of the project and expand acronyms.

**1. BACKGROUND**

**Overview**

If your project is with a company or involves another organization, provide a brief description of the company/organization and their business. (If you are doing a research project, provide a brief description of the research domain your problem comes under; if you are doing an independent project, describe the hypothetical company or service you are using for this project)

**Problem**

Describe the problem you are solving in your project and why it is a problem to be solved.

**Project Team**

Include details of the people involved in the project: Technical, industry, academic, other stakeholders and interested parties as relevant to your project. What was their role in your project?

**2. REQUIREMENTS AND GOALS**

What was the **overall goal** of your project, and what were the **requirements** that must be met for it to be a success. List any subgoals needed to achieve the overall goal.

Include in this section, how you will know if the requirements / goals have been met.

**2.1 Literature Review**

If you are doing a research project, provide a review of literature most relevant to your project. This review must summarise the current state of research on the topic in a way that it shows the relevance of your chosen problem and why it needs to be solved.

**3. METHODS**

**3.1 Overview**

Describe how you structured your approach to the project, including any project management approach used, any specific techniques, tools and/or technologies.

**3.1 Design**

Diagram and describe the architecture of your project. How are the components designed and how do they interact with each other. If your project is a software project this should show the various software components; if it is a human focused project it should show the different aspects of the project that needed to be brought together and in which stages. If it is a research project, it should provide the specifics (methods and processes) of each aspect of your solution and how they all work together to address your problem.

**3.3 Risks and Challenges**

What were the main risks and challenges that you had during your project? If so, how did you overcome them? What was their impact on the project?

**3.4 Implementation**

How did you implement or complete your project? What were the artefacts (code, reports etc.) that your project produced?

**4. RESULTS AND OUTCOMES**

**4.1 Evidence of Deliverables**

How did you meet your goal and the requirements? Provide evidence of your solution, this can include documentation, screenshots, diagrams, code and the results of user feedback. This section must provide comprehensive evidence that your system functions according to the requirements. Additional items of evidence can be placed in an Appendix at the end of the report.

**4.2 Testing/Validation**

Demonstrate how your testing was conducted. What were the result from your testing? Show evidence.

**5. REFLECTIONS**

**5.1 Reflections**

Did you achieve what you set out to achieve? Did it go the way that you expected? If not, why?

What new learning did you have to complete to achieve your project goal?

How have you grown both personally and technically through completing the project?

**5.2 Conclusions**

What are the strengths and limitations of your product/service/research? What are your suggestions for the future? What would you do differently if you did the project again?

**6. REFERENCES**

Provide a list of references for your project. These can be company literature, brochures or documents, software documentations, published materials, books, personal communications with mentor, team and other professionals, websites, or conference papers and research articles.

**Use APA style for citing reference materials**

<https://ltl.lincoln.ac.nz/learning-and-research-skills/writing-and-referencing/referencing/>

**7. APPENDICES**

Put all supplementary Materials that you need to show but not necessary to be in the main report in Appendices here. If you have more than one Appendix, label them as Appendix A, Appendix B etc. (Note: In the text where you want the reader to refer to Appendices, specify where and what to look for, for example, Figure A1, Table A1 in Appendix A etc.)