AP++ Project Proposal and Charter

Project Title:

Owner(s):

*In all sections, be as specific and concrete as possible. Remember that your project grade will be largely based on how well you meet the requirements outlined here.*

1. Project Statement

*Provide an overview of what you hope to accomplish in this project.*

1. Time Frame

One week (Research only) Two weeks

Three weeks Four weeks

1. Deliverables

*Describe exactly what you will be producing from this project. For a research project, this should be a short paper describing what you learned and how you will act on it. For any other project, this should be a complete, functional piece of software.*

1. Educational Goals

*Describe what you hope to learn from completing this project.*

1. Work Item List (Non-Research project only)

*List the specific work items that will make up the project along with the amount of time each task is expected to take. Each work item should be no more than 4 hours. Be conservative with your estimates—it’s better to overestimate and be ahead of schedule than to fall behind and risk failure.*

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| --- | --- |
| **Task title/description** | **Cost Estimate** |
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| ***OVERALL PROJECT*** |  |

1. Technical Requirements

*List the programming languages, pre-existing libraries, devices, and other technologies to be used in this project. When possible, provide a reference to documentation for the technology. Also indicate any technologies that may be needed but have not yet been identified. For a research project, indicate what technologies you will research.*

1. Challenges, Risks, and Roadblocks

*List any tasks or features you believe will be particularly challenging, any issues that could cause you to fail to meet your goals, and anything that might stand in your way of success. Also describe how you will attempt to avoid or mitigate these issues.*

1. Comments/Questions/Notes for Instructors

*Anything else?*