

Midterm Presentation Guideline

Due date: April 10, 2020

The midterm report and presentation have a couple of objectives to achieve the course learning outcomes of CS46500, Senior Capstone Project II. Those goals are completing the development of a software system for beta testing, demonstrating proposed functionalities of a computer system to project stakeholders and other interested persons, and practicing the oral and written communication of technical information. With the unprecedented situations caused by the COVID-19 pandemic and PFW campus closure, team-based in-classroom midterm presentations can't be practiced as planned at the beginning of spring 2020. After discussing with a range of students, including team leaders, CS46500 will use alternative approaches to deliver midterm presentations and to introduce capstone projects to classmates, project stakeholders, and other interested persons. More specific guidelines are presented below. Unless you get an advanced approval by the project advisor, all assignments are due by **Apr. 10, 2020**.

1. Midterm presentation

- a) In-classroom midterm presentations will be replaced by online virtual presentations. Each team needs to submit a poster and supplementary presentation material.
- b) Prepare a poster using an MS-PowerPoint template available at the CS46500 course site on Blackboard. Posters will be printed on hardboards to display in the CS department hallway. Don't change the PowerPoint slide size or make significant layout changes. The PFW logo and basic information about the project must be on the poster.
- c) Each team should submit supplementary material to provide additional information about their capstone project. Students are strongly encouraged to use an MS-PowerPoint presentation integrated with video, voice, or other animations.
- d) Each team can submit an optional video clip to show the operations of an application and personal presentations.
- e) Compress all files to a single file and upload it to cloud storage. Email a link to the compressed file to your project advisor and course director.
- f) Midterm presentation material will be uploaded to a designated web site or the course site on Blackboard. It will be accessible by CS46500 students, project stakeholders, professionals in local businesses, CS/IS juniors, CS graduate students, and the CS faculty members.
- g) There will be no size limit for the number of PowerPoint slides or the length of the video clip. Please consider that many audiences will start to review posters and then look over other presentation material if they have an interest in the project.

2. Capstone project competition

- a) A group of reviewers – including project stakeholders, professionals in local businesses, CS/IS juniors, CS graduate students, and the CS faculty members will review midterm presentation material available on a web page.

- b) The reviewers will receive an email invitation that will include links to the midterm presentation web page and a personal link to vote on capstone projects. Qualtrics survey is currently under consideration to be used to vote for winning capstone projects.
- c) Each reviewer can choose up to two best capstone projects. The voting will be allowed between April 17 and April 26, 2020. The capstone project that gets the highest number of votes will be the winner of the 2019-2020 CS department Capstone Project Competition. A profile of the capstone project winning team will be engraved on a plaque located in the CS department display cabinet.
- d) Capstone project posters will be printed on hardboards and will be displayed in the CS department hallway for a year. It has been a valuable advertising medium to present the quality of PFW CS programs to prospective students and other guests. The poster of the capstone competition winning team will be displayed in ET109 after a year.

3. Midterm report

- a) Submit a midterm report and associated artifacts by the due date. Reference the Midterm Report Guideline available on the course site on Blackboard.
- b) Compress all files to a single file and upload it to cloud storage. Email a link to the compressed file to your project advisor and course director.

4. Final report and presentation guideline (Tentative)

- a) Submit a final report and associated artifacts with all developed deliverables during senior capstone I & II courses by **May 1, 2020 (Firm deadline)**. The Final Report Guideline will be available soon on the course site on Blackboard.
- b) If PFW doesn't allow classroom activities at PFW campus until April 24, 2020, the final presentations will be online with a similar format used for midterm presentations. More detailed procedures will be discussed at the team leader meeting scheduled on April 10, 2020.