

## CS 490 Project Specifications – Winter 2013 – DRAFT :: 2013.01.31

Proposal:	15%	(due Feb 14 in class)
Project Pitch Presentation:	15%	(March 14)
Written Report:	65%	(April 8)
Post-Mortem:	5%	(due at final exam)

### PROPOSAL

- The proposal is intended to provide general description and direction of your final project, briefly explaining motivations behind it and approaches you want to use.
- It is not necessary that you have all of your information and all of your decisions made, but it is important that you have an action plan for how you will get that information to make those decisions.
- You can be ambitious in the problem you are addressing or issues you want to fix, but for your approach or implementation you should be as specific as possible at the time of the proposal.
  - There will be no deductions if your final project does not match your proposal.
  - If your proposed system is too big or complicated, you can choose a subsystem of your implementation strategy/model, but you should address this in your project.
- Important note: You should do some research and meet with your group mates to discuss and choose a project. This is important as it defines the scope of your project, your focus and resources needed to accomplish your tasks.
- Proposal content:
  - The target audience is a very knowledgeable peer
  - Briefly explain the company/organization, its relevant products or services
  - Describe your IS Management Project
  - Describe the issue/upgrade  
*Explain the problem/issue or new possible system you want to address, briefly discuss how your suggestion will improve the company.*
  - Describe the approach or any models you plan to use
  - Implementation strategy  
Try to get technical and apply your CS knowledge
- Proposal Specifications: This is an exercise in conciseness – At most 2 pages single sided of text (not including any additional references and any figures) 12 Times New Roman, 1" margins, 1 or 1.5 line spacing. References should follow a standard format (MLA or APA etc.) and should mostly be from articles, books and journals. Wherever appropriate, use inline citations.

# WRITTEN REPORT

## Introduction [10 marks]

- Identifying and describing the company or organization,
- Explaining past history and the current system (if any) or the current practices
- Motivation behind the project

## IS Management project [20 marks]

- Technical description of the technology (In general, not just for your company)
- Current state of the technology, its applications, methods to apply it, algorithms or techniques (the ones you want to use), etc.
- Benefits and risks of using such systems

## Application and Model [20 marks]

- Either work directly with the company employees or do significant research on the company.
- Issues you may want to address:
  - How would the introduction be managed, how would you plan for it, etc.
  - How would it contribute to different departments/sections/products of this company?
  - What will the impact be on existing company day-to-day operations?
  - Provide a timeline for adopting the technology. (i.e.: Should it be a progressive step-by-step change or all-in-one day change?)
  - Potential benefits
- Try to relate part of your proposed improvements to the material and methods described in the textbook.

## Implementation strategies [30 marks]

- Choose 1 specific issue/challenge related to the adoption of the technology
- Dig deep into this issue and provide technical analysis of their current system (using diagrams, formulations, whatever necessary)
- Demonstrate how you could overcome any challenges
- Support adopting of your system: this can be through analytical arguments, or economical/financial benefits, etc.

## Conclusion and future work [10 marks]

- Summary of the project, concluding remarks
- Possible future improvements and directions

## References and format (language, grammar, aesthetics, etc.) [10 marks]

Proposal Specifications: 12pt Time New Roman, 1" margins, 1 or 1.5 line spacing. Projects should not be less than 10 pages, nor more than 20 ( $10 \leq \text{\#of pages} \leq 20$ ). References should follow a standard format (MLA or APA etc.) and should mostly be from articles, books and journals. Wherever appropriate, use inline citations.

### General tips:

- In each section, do your best to be concise  
(Your grade will not be determined by the length of your project!)
- “A picture is worth a thousand words”: try to use diagrams, figures, calculations, etc. to prove your point (of course, if applicable). This adds value to your project and also makes it easier for the reader(s).
- You don’t need to propose a major change. It’s better if you identify a tiny issue and try to provide detailed improvements. Tiny issues can have major effects on businesses.
- Basically, your projects should narrow in scope from the starting point to the implementation strategy.
- In the body of the project, your focus should be on an issue inside the company/business with some technical analysis that can include doing a cost-benefit analysis, providing strong support for your proposed approach, etc.
- Think of it as a proposal that you are proposing (as a project manager) to the CEO of the organization/company. It should be convincing.
- If your solution/approach is already futuristic/cutting-edge to be applied, or it is so specific that you cannot find more than one application for it with the current technology, feel free to think out of the box and come up with a hypothetical futuristic application.

### PROJECT PITCH

- Presentations will be 5 minutes long, plus 3-5 minutes for a Q&A period (time permitting)
- Your grade will be an equal combination of: (1/3 each)
  - slide content
  - oral presentation
  - peer evaluation

### POST-MORTEM

- Maximum of 2 pages (same specs as proposal)
- The Target Audience is Dave and your peers
- Be informal, frank and honest
- (more detailed description pending) Discuss what went well / what did not, group dynamics, frustrations with the project, learning experiences, suggestions for how it could have been improved, what you wish you knew at the start, etc.