Final project report

Final project reports are due Wednesday, May 4, by 5 p.m. The report must include the following:

1. A cover sheet with the names of team members, their e-mail addresses, and the name of the project.

2. A user's guide for the design. The user's guide should begin with a high level description of the design’s intended function. It should cover all modes of operation of your design. It would be a good idea to set up a demo scenario with a tutorial walking the user through it.

3. A design document. Describe the major design decisions and trade-offs that went into your project. This should not be a day-by-day journal of how the design was completed, but rather a succinct description of the decisions you made in the design and how it affected your final result. Your weekly project reports should be a good source. Include diagrams showing how the major components interact with each other, schematics of how any hardware should be connected, product-feature matrices for major components (both hardware and software), and test methods and results for both individual subsystems and the overall system. Also write a section entitled “If I could do it all over again…” describing what you would do differently if you were able to start from the beginning again.

For parts 2 and 3, the intended audience is someone that has to re-create your design, or yourself after 3 months, when the details are no longer fresh in your mind. Be sure to include enough detail that the reader can see how the design worked, or why you made certain decisions.

Although all of the above items are required, they might not be sufficient. Since each design is different, each report will be different. Different designs require different types of documentation. Each report must convince the reader of the correctness and merits of the design. It is impossible to list a set of report elements that includes all possible situations. Therefore, if I determine that some essential piece of information is missing, a deduction will be assessed, even if that piece of information is not specifically listed above. The report writer is responsible for convincing me.

4. All software necessary for the project in machine-readable form on a CD. Put a copy of your final report on the CD as well, PDF preferred.

Please staple the report in the upper left corner. (A binder clip is acceptable if the report is too thick to staple.) Do not use any type of binder or report cover. Don’t staple the CD.

Oral report: Oral presentations will be on Thursday, April 28. The presentation should be 15 minutes long, and may be given by one member of your team, or all of your team if you desire. Prepare 5-10 slides describing your design, a block diagram, and the major design decisions that went into it. Make us all wish we had been on your team. (I am going to try to reserve an LCD projector for class that day, but you may have to use transparencies if a projector is not available.)

As always, the clarity, effectiveness, and professionalism of the written report and presentation are important. Spelling, grammar, punctuation errors, and poor organization will lower your grade.

Project demonstrations will be held on May 3 in Torgersen 3015 during the usual class time.