

COMP 492 Assignment 4: Report Draft

Instructions

For this assignment, you must submit a complete and polished draft of a report describing your senior project. Typically, each project team will submit only one report. However, teams may agree to split into subteams for this assignment, with each subteam submitting a separate report. The following guidelines apply:

- The suggested minimum length is 15 pages, but longer reports will not be penalized. Teams or subteams with more than two members should submit somewhat longer reports.
- Any reasonable formatting is acceptable.
- The target audience for the report is people who have an undergraduate degree in computer science, but have no specialist knowledge of your project or its field.
- The overall style of the report should be similar to a scientific paper to be published in a scholarly journal.
- You are free to recycle material from previous senior seminar assignments.
- The report should take account of any feedback on previous reports.
- Your project should be nearing completion, but it need not yet be complete. If further work is planned, the report should describe these plans.
- For projects with multi-person teams, the report should include a brief section describing the main contributions of each member of the project team, including (i) which portions of the report were written by which team members, and (ii) which parts of the coding, design, and other tasks were done by which team members.

Grading

Due to the diverse nature of senior projects, it is not possible to provide a numerical rubric for grading. Instead, the following qualitative rubric will be used. The rubric uses the word “artifact” to describe concrete achievements in a project. For example, an artifact could be a standalone piece of software, a bug fix, a contribution of documentation, or a new feature in some existing software. Successful projects may comprise a single large artifact or several smaller ones. To obtain an excellent grade, your report must achieve excellence in a strong majority of the following aspects:

Scientific/ engineering merit	The project successfully addresses a substantial problem or task, showing evidence of intellectual and engineering effort.
Logical flow	The overall structure of the report makes it easy to read and understand.
Background	Objectives of the project are stated clearly. Necessary background information and context are provided, without excessive detail.
Requirements	Formal requirements for artifacts are described clearly.
Design	Design of the artifacts is described clearly, in sufficient detail that a reader could reproduce a similar artifact.
Method	Any aspects of the project that are not themselves concrete artifacts (such as theoretical investigations, experiments, discussion of unexpected challenges, etc.) are described in clear, concise scientific language.

Results	The outputs, operation or effectiveness of the artifacts, or results of scientific experiments, are reported clearly and in sufficient detail, using suitable tables and figures where appropriate. If appropriate, the necessary techniques for installing, maintaining, running and/or using the artifacts are described in sufficient detail.
Discussion of future work	Limitations of the work are summarized, and opportunities for enhancements are identified.
Summary	A clear summary of what has been achieved is provided.
Citations	Appropriate citations appear throughout the text.
Bibliography	The bibliography is extensive enough to demonstrate ample background research, and includes sufficient scholarly material.
Grammar and punctuation	There are no errors in grammar, punctuation, or spelling
Technical definitions	All scientific and technical terms are introduced, defined, and explained before they are used.

Note that the categories above need not correspond to sections of your report. You are free to structure the report in whatever manner you wish, to communicate your project most effectively.

Submission

Please submit your report (as PDF, Word, or any other reasonable file format) to Moodle.