Project Portfolio

Date Assigned: Tuesday, September 2, 2009 **Date Due:** Monday, December 15, 2009 (Day of the Final) **Points:** 50 points

You must maintain a portfolio of all the documents that you produce for CS490 for the duration of the course. At the end of the semester, you will submit the portfolio containing all the items listed on the next page.

What to include

The items should be added to the portfolio after I have graded and returned them to you. The portfolio must contain the latest version of the item. For example, if you have a draft of your project proposal that I have corrected, and a final copy of the project proposal that I have graded, then you must include the final version of the project proposal only.

Schedule

The portfolio must contain all versions of your schedule. Every time you modify your schedule, you must place a copy of the new schedule in your portfolio. You must also include all schedule change request forms that you fill out.

Design and Implementation Documents

You must include a copy of all your module design and implementation documents. The number of modules that you will have for your project will be determined as you plan your project. If you require space to include more module details, then just add those to the bottom of the checklist.

Date Added

The date added column should contain the date that you added the item to the portfolio. The items should have been graded, except for weekly logs, and presentation comments.

Checked

Leave the column blank. It is for me to use when checking off your documents.

You will submit your complete portfolio to me at the end of the semester. I will return the portfolio to you after I have checked it so that you can refer to it next semester.

Project Portfolio Checklist

Name: _____

Document	Date Added	Checked	
Project Planning Documentation			
1. Supporting documents for project ideas			
2. Project proposal			
3. Requirements/interview			
4. Development environment and coding standards			
5. Structured diagram and specification			
6. Schedule			
Design and Implementation			
7.a. Prototype design			
7.b Prototype implemented			
8. Number of module designs completed:9. Number of module implementations completed:	Design	Implemen tation	
Module:			

In-class discussions and demos			
13.a. Project proposal presentation slides			
13.b. Project proposal presentation peer comments			
13.c. Project proposal presentation instructor comments			
14.a. First project progress presentation slides			
14.b. First project progress presentation peer comments			
14.c. First project progress project proposal presentation instructor comments			
15.a. Final project progress presentation slides			
15.b. Final project progress presentation peer comments			
15.c. Final project progress presentation instructor comments			
16. Topic lead documentation			
Written Reports 19. Weekly logs			
Week ending 9/3			
Week ending 9/10			
Week ending 9/17			
Week ending 9/24			
Week ending 10/1			
Week ending 10/8			
Week ending 10/15			
Week ending 10/22			
Week ending 11/5			
Week ending 11/12			
Week ending 11/19			
Week ending 11/26			
Week ending 12/3			
Week ending 12/8			
Schedule Change Requests			
Change 1:			
Change 2:			
Change 3:			