Introduction

Final Reports are due by 24:00 hrs GMT 20 February 2004.

The CSIDC team project is a substantial piece of work carried out by a team of four undergraduates. The interim report provides an opportunity for teams to demonstrate what has been done during the first part of the project period and describes what is to be achieved during the second part of the project period.

The interim report should form the basis for the early parts of the final report, in particular the introduction and initial design phase (where this is appropriate). Furthermore, it provides an opportunity for teams to get feedback from their mentors and colleagues on style and related matters.

The Layout and Contents of the Interim Report

The layout of the interim report will be similar to that of the final report. You should take every reasonable precaution to avoid spelling and grammatical errors.

The report should be about 1500 to 2000 words including a table of contents. If an appendix is present it does not count towards this length.

The interim report is a summary of the progress you have made with your project. Below is a list of the topics you should cover.

- The title of your project, and its aims and objectives.
- A statement (discussion) of the originality of your project.
- A description of your project and the benefit it provides to society (e.g., why it is needed and what has been done before).
- A description of the methodology you will use to design your project.
- A discussion of the way in which you have organized the team and assigned tasks to the individual members.
- A description of the design as it currently exists.
- An outline of the work that you will carry out in the second part of the project period (as an appendix).

We suggest that you should lay out your interim report in the following way.

- TITLE
- INTRODUCTION: Brief description of the project describing aims and objectives.
- BENEFITS OF PROJECT: How the project will benefit society.
• INNOVATION: New, original and innovative aspects of the project.
• SYSTEM ORGANIZATION: Structure of the system's hardware and software.
• PRINCIPLES OF OPERATION: How the system will work.
• DEVELOPMENT PLAN: Describe your approach to the software engineering processes, explain how the system is being designed, and your team organization.
• COST: Anticipated amount of money spent on developing your system.
• OUTCOME: Brief description of what you expect to achieve by the end of the project.
• DEFINITIONS/ACRONYMS: If necessary, as an appendix.

Submission of the Interim Report

Each report must be written in English and shall be at most 2000 words in length. All figures must be readable.

Text should be 12-pt and single-spaced, on single sided A4 or 8-1/2 by 11” page format, using 2.54 cm (1”) margins on the top, bottom, left, and right.

Reports are emailed to Submission Evaluation Team (SET) members located around the world with variety of connection speeds. Reports should be a small as possible in terms of file size. This can be achieved in a variety of ways, including using the minimum resolution size for photographs and diagrams.

Reports must be submitted electronically in MS Word or PDF format. Fonts used should be embedded within these files. The report must be submitted by 24:00 hrs GMT 20 February 2004 via email to csidc@computer.org or via ftp to:

edison.computer.org (or ip address: 206.99.235.22)
user id: csidc04
password: makeitsafe

The report's file name should be some form of your university's name, not your project's name.

Examples include:
University of McMaster - McMaster.doc
University of Virginia - UVA.doc
Dwarkadas J Sanghvi College of Engineering - DJSanghvi.doc
Indian Institute of Technology Roorkee - IITKRoorkee.doc
The Evaluation of the Interim Report

Because the number of teams taking part in the competition has increased over the last few years, it is necessary to perform a selection process at the interim stage. The result of this selection will be to reduce the number of reports to the quantity that can be handled by the SETs (Submission Evaluation Teams).

Your interim report will be marked according to the following criteria.

1. ORIGINALITY: A major criterion will be the originality of the project. A project should be based on a “good idea”. A project that is simply a new version of a project carried out by students in a previous competition is not acceptable. Equally, your project should not simply be a copy of an existing commercial project.

2. RELEVANCE: The theme of the project is “Making the world a safer place”. How well your project fits in with this theme will be taken into account when evaluating the interim report. It is important to stress that your project must comply with the theme of the competition (Making the world a safer place). A project that does not comply with the theme of the competition will not be accepted.

3. SUBSTANCE: The project should be substantial. It represents the combined effort of four students for several months. Even a good idea will not succeed if it is, essentially, trivial.

4. TAKING A SYSTEM’s APPROACH: Ideally, a project should combine a mixture of software and hardware (e.g., interfacing transducers or other systems to a computer). It is unlikely that a pure programming project will be successful.

5. QUALITY: The quality and presentation of your interim report will be taken into account. Remember that this is a document that you are using to convince strangers that you are a winning team.

6. CREATIVITY: Marks will be awarded for creativity in the design; that is, the approach used, algorithms developed, tools employed.

7. PLANNING: You should be able to provide a plan for the project period and identify the major tasks, project milestones, and any associated risk.

8. FEASIBILITY: Marks will be awarded for the practicality or feasibility of the project. Your system should be capable of being completed on time using the available resources.
Results

Teams will be notified by 11 March 2004 regarding the results of the Interim Report Evaluations. Unfortunately, because of the large volume of schools participating in CSIDC 2004, we will not be able to provide teams with comments and feedback from the evaluators. Teams will simply be notified whether they have been accepted into the next phase of the competition or not.

Final Comments

The following is a list of the criteria used at my university to judge some projects. Although this is not an official list for CSIDC, you should look at it to see the type for factors that professors take into account when evaluating a project.

a. Has the student recognized the aim of the project and the problem that it addresses?
b. Have appropriate analysis tools been used?
c. Is the background to the project understood?
d. Has the scope of the solution been determined?
e. Have the boundaries to and the constraints on the solution been recognized?
f. Have the hardware and software requirements of the solution been identified and their availability determined? Does the student have an appropriate contingency plan?
g. Are there media constraints?
h. Has the user view of the system been considered?
i. Has a design for the solution been prepared?
j. Has there been a discussion of the rejected options?
k. Have the various elements of the system been justified?
l. Have the potential benefits of the proposed computerized solution been presented?
m. Is there a clear understanding of the limitations of the proposed solution?
n. Is there evidence of the recording (e.g. sketches, notes and other visual data) of ideas and observations from a range of appropriate sources?
o. Has the student made perceptive connections between their personal work and that of others?
p. Have alternative ideas and solutions been considered and developed visually with originality and personal style?
q. Testing strategy;