IS446 – Systems Analysis and Design
Instructions for the Project Report

Overview
The Project Report will include the following:

1. Project Documents
   In this section, you will submit the requirements and design documents for your project.

2. The Team Experience
   In this section, you will report on your experience in conducting this project.

3. The Client Experience
   In this section, you will report on the experience of the client in working with the team during this project.

Report Format
I have provided an outline below with section headings, expected contents, and a list of questions that should be addressed in each part of the report. **Your report must follow this outline closely by including the headings provided in the outline as bolded section headings in your written report**. This should be a professionally written business report. Data that is requested should be presented in organized lists and tables. In addition, many parts of the report call for discussion. While I may have written a list of questions for you to consider while writing a particular report section, I am not expecting you submit a list of questions with short answers. Instead, I am expecting you to submit professionally written paragraphs that address the issues raised by my questions and discuss any further issues that you find relevant.

Overall Report Outline

1. Project Documents

2. The Team Experience

3. The Client Experience

Detailed Outline for: Project Documents

The contents of this section will vary depending upon which approach your team has taken to the project. I have made lists of expected documents below based upon the assumption that your team is taking either a waterfall approach or an agile approach. If you team has taken a hybrid approach, please submit an appropriate combination of these documents.

Waterfall Approach

1. Updated Project Plan
   - Include an updated copy of your project plan document that was submitted earlier in the semester.

2. Use Case Documentation
   - Provide a copy of the use case specification for each of your use cases.
   - One of your use case specifications should be augmented by one activity diagram that illustrates a scenario from the use case.

3. Conceptual Data Model
   - Provide a conceptual data model for your project in the form of an entity-relationship diagram (ERD).

4. Non-Functional Requirements
   - Provide a list of known non-functional requirements and preferences for this system.

5. User Interface Design
   - Provide a screen or report layout for each of your screens and reports.

Agile Approach

6. Updated Project Plan
   - Include an updated copy of your project plan document that was submitted earlier in the semester.

7. User Story Documentation
   - Provide a copy of each of your user stories.

8. Conceptual Data Model
   - Provide a conceptual data model for your project in the form of an entity-relationship diagram (ERD).

9. Non-Functional Requirements
    - Provide a list of known non-functional requirements and preferences for this system.

10. Your Solution
    - Because you took an agile approach, your solution will need to serve as the expression of your design. While I am not asking you to submit code, I will be evaluating your design by watching you show your code and application during your team presentation video.

Detailed Outline for: Team Experience

1. Team Composition
    - How many people made up your team?
    - What are their names?
    - What role did each team member play in the project?

2. Team Organization
    - How did you organize your team?
    - If you took an agile approach, did you identify agile roles for your team and client?

3. Tools
    - What kind of tools did your team use on the project. This includes communication tools, software development tools, project management tools, and any other tools that you think are worth discussion.

4. Discuss Your Choice of Approach
    - What issues did you consider when choosing your project approach (waterfall or agile)?
    - Having reached the end of the project, would you choose differently? Why or why not?

Detailed Outline for: Client Experience

Rather than ask the client to complete a survey document, I am relying on your team to speak with the proper client representatives in sufficient detail to be able to author the sections of the report outlined below:

1. Systems Environment
   - What kind of systems environment was present in the client organization prior to your project?
   - How great of a change in the systems environment did your solution represent for the client organization?
   - To what extent were various stakeholders eager or reluctant to embrace your new solution?

2. Availability of Client Personnel
   - How much time and attention were available from the client during the project?
   - Did anyone from the client serve in a role like the agile project owner?
   - Having reached the end of the project, are you satisfied with the way in which your client was involved in the project?
   - If you were to do the project again, what changes would you make in this area.

3. Client Satisfaction
   - To what extent was the client who you would identify as "the sponsor" of the project satisfied with project results?
   - To what extent were the client personnel who you would identify as "the users" of the system satisfied with project results?

Document Length
There is no fixed document length expectation. The length of the document will vary depending upon the scope of your project effort. Within individual sections of the report, I expect you to fully discuss the issues. You may feel free to do this succinctly.

Format
Please submit one PDF document.

File Naming Conventions
The name of the file which you submit should be consistent with the following model:

teamName_project_report.pdf

Submission Deadline

The submission deadline will be indicated on the Weekly Schedule.

Grading

A separate grading rubric document will be posted to the Weekly Schedule.

Last Revised

2021-03-30