

## CIS 450 - Project Handout 3

### Final Milestones

This is the final handout related to the CIS 450 team course project. This handout gives the final project milestones, as well as the grading breakdown for the project.

"Members" of each scenario have now provided some information about the different categories of users within the scenario (also known as project milestone 2). You will be given this information in-class on Thursday, December 1st.

Imagine that you are in a competitive situation, trying to persuade the decision-makers within this scenario that a simple knowledge management system, reached via a kind of EIP-lite, designed by your team, would be a good idea. (Will this morph into a prototype database application in CIS 492? That's the possibility, at least...)

Each team will serve as the scenario members to whom the other team will present on Thursday, December 8th.

### Project Milestone 3 - Bohn's stages, project EIP opening screen prototype, UML use-case diagrams

#### ***Milestone 3 deadline:***

By 11:59 pm on **Thursday, December 8th**

#### ***How to submit:***

- Submit the materials described below using `~st10/450submit` on [nrs-projects](#), using a homework number of 3
- (This may be submitted by any team member from their personal nrs-projects account, or it may be submitted from your nrs-projects team account, described below.)

#### ***Milestone requirements***

Here are the minimum requirements for Milestone 3:

- For each activity described in Project Milestone 2 for each class of users, estimate at which of Bohn's stages of knowledge growth they are at this point for that activity, and discuss why you believe this to be at that level.
  - Note that this includes **at least 9** total estimates and discussions, then;
  - You will be working on this in-class on Thursday, December 1st, so that you can ask the other team and me for clarifications as you are working on this.
  - Submit your write-up of these in a file `milestone3-bohns.pdf`.
- Then, consider those activities, along with the discussions of problems faced and the discussions of three things that they wish were easier from Project Milestone 2.
  - Determine **at least one** application for each of the categories of users in that scenario (that you then

*\*might\** be building in CIS 492, *\*potentially\**). (This is a total of **at least 3** applications, then.)

- For **each** of these 3 applications, when you build this application, at which of Bohn's stages of knowledge growth might the resulting new process making use of this application be? Discuss why you believe it is this level.
- Also -- for **each** of these 3 applications -- discuss why the process, with the help of this application, would be an improvement over what they do now. (If you based it on one of the activities, how would this raise the Bohn's stage of that activity? If it is based on a problem currently faced, how does it ease that problem? If it is based on something they wish was easier, how would it make that easier?)
- Submit your write-up of these in a file `milestone3-applics.pdf`
- Then, you will develop **UML use-case diagrams** for **each** of these 3 proposed applications.
  - Submit your diagrams in three files `milestone3-use-case-1.pdf`, `milestone3-use-case-2.pdf`, and `milestone3-use-case-3.pdf`.
- And, you will design and implement an opening screen prototype for the EIP-lite being proposed -- this EIP-lite opening screen would be how the users in the different categories would reach the proposed applications.
  - This prototype must be written in XHTML and make use of an external CSS. But there may not be anything "behind" it, at this point.
  - Submit your `.html` and `.css` files.

## Project Milestone 4 - Formal team presentation

### ***Milestone 4 deadline:***

Presentation slides submitted by **1:00 pm on Thursday, December 8th**; presentation given in-class on **Thursday, December 8th**.

### ***How to submit:***

- Submit a PDF-format copy of your presentation slides using `~st10/450submit` on **nrs-projects**, using a homework number of 4
- (This may be submitted by any team member from their personal nrs-projects account, or it may be submitted from your nrs-projects team account, described below.)

### ***Milestone requirements***

Guidelines for the presentation:

- your goal is to persuade the decision-makers within this scenario that a simple knowledge management system, reached via a kind of EIP-lite, designed by your team, would be a good idea.
- everyone in the group should participate significantly, and roughly equally, in this presentation!
- each group should plan to take **10-15 minutes**. (It is expected that you will have planned, organized, practiced, etc. enough so that your presentation will be neither much longer nor much shorter than this.)
  - **IT WILL BE A 50% PENALTY IF YOU PRESENT FOR LESS THAN 8 MINUTES**; I want you

to take seriously planning and practicing carefully enough that you do not run as short as some of your topic presentations ran; at the same time, I reserve the option to take that same penalty if you are obviously stalling because you have run out of things to say too soon.

- It will be a **20% penalty** if you take more than **18** minutes; at **20** minutes, the presentation will be stopped, and the question/answer period will begin. If you haven't reached required presentation parts because the presentation was stopped, you will also lose credit for those presentation parts.
- I will hold up 3 fingers at 17 minutes, 2 fingers at 18 minutes, 1 finger at 19 minutes, and will ask the team to stop presenting at 20 minutes. A team member who is not presenting should nod at me to acknowledge that they have received each signal.
- a **5-minute** question-and-answer period will follow each presentation.
- each team is expected to have their slides/illustrations easily accessible via the in-class computer by the beginning of class on Thursday, December 8th.
- for this formal presentation done as a team, NOTE the following:
  - one team member should operate the computer while another presents -- the person talking should **not** also be using keyboard or mouse. Yes, this does require coordination and practice on the part of the team -- but the result looks more polished and professional.
  - the "segues" between team members need to be smooth and polished as well -- each member should introduce the next speaker and topic explicitly: "And now Tamela will discuss the prototype initial screen of our proposed Enterprise Information Portal."
  - a formal OVERVIEW of the presentation should START the presentation, and it should be displayed and verbally summarized at the presentation's beginning.
- the presentation should also include the following:
  - remind the class what your team's project is, including its main categories of users
  - display and discuss the implemented prototype initial screen of your EIP
  - display and discuss the UML use case diagrams for your proposed applications (and explain how these should be useful to the pertinent category of users)
- finally, be careful to close with a definite conclusion, summarizing your hopes for improving their day-to-day activities with this proposed KMS; end with a positive note, not an apology!
- as always, it is expected that you will carefully plan and organize your presentation --
  - each presentation should begin with an overview, for example,
  - each presenter should introduce the next presenter,
  - each presenter should avoid reading directly from notes and instead make eye contact with the audience, and
  - each presenter should know what they plan to do next at any given point.

## **Project Milestone 5 - Individual reflection paper**

### ***Milestone 5 deadline:***

By 12:40 pm on Thursday, December 15th

### ***How to submit:***

- Turn in an on-paper copy of your paper before taking the CIS 450 final exam.

### ***Milestone requirements***

The primary purpose of this milestone is to provide you with an opportunity for some final reflection on your project as the semester comes to an end.

This is an individually-written paper; it should describe:

- why you believe that each proposed application (those for which your team created UML use-case diagrams) would benefit its category of users
- what you have learned from this project (thus far)
- how you would do it differently if you could start over
- how your team partitioned the project work
- whether this partitioning worked well or not
- ways in which the group was successful
- ways in which the group was not successful
- any other points, pertinent to information management and knowledge management systems, that you would like to make

These papers do not need to be long, but they do need to be taken seriously, and they need to discuss all of the areas listed above. (Grammar and spelling will be taken into account --- as seniors, you should be able to write a reflection paper with proper mechanics!) Include your name at the beginning of this reflection paper.

## **Project Milestone 6 - Peer evaluations/instructor's evaluation of performance within team**

### ***Milestone 6 deadline:***

During the CIS 450 Final Exam period

### ***How to submit:***

- You will fill out a peer evaluation during the CIS 450 Final Exam period.

### ***Milestone requirements***

- You are expected to fill out the peer evaluation thoughtfully and fully; your grade for this milestone may

be affected if you do not.

- I will then determine each team member's individual grade for this milestone based on my own observations and on your teammates' evaluations.

## Grade breakdown:

The total project grade is the sum of the following:

<b>Max Pts Possible</b>	<b>Project part</b>	<b>Description</b>
12.5	Milestone 1	Scenario descriptions/proposals and related pieces
12.5	Milestone 2	Other-scenario member descriptions and related pieces
25	Milestone 3	Bohn's stages, project EIP opening screen prototype, UML use-case diagrams
20	Milestone 4	Formal team presentation
15	Milestone 5	Individual reflection paper
15	Milestone 6	Peer evaluations/instructor's evaluation of performance within team

The grades for Milestones 5 and 6 are individual grades, and may differ for each team members. Except for unusual circumstances, the grades for the other milestones will be the same for each member of a team (although I reserve the option of giving different members of a team different grades for any project part, if I feel this is appropriate).

The sum of the grades for the above project components will then be multiplied by 25% in computing your CIS 450 final semester grade (as per the course syllabus).