

**Team Logo/Graphics**

**IS483 Project Proposal**

**Project Title**

**Team Name[[1]](#footnote-1)**

**Track (Business Analytics or Artificial Intelligence)**

**Version Number**

**Date**

**Team Members:**

* Name (email address) – Role
* Name (email address) – Role
* Name (email address) – Role
* Name (email address) – Role
* Name (email address) – Role

**Faculty Supervisor:**

* Name[[2]](#footnote-2)

**Track alignment of Project:**

Main track:­­­­­­­­­­­­­­­­­­­ ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other tracks if any: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Sponsor and/or Clients (if any):**

Organization

Department

* Contact (email address) - Role
* Contact (email address) - Role

# Project Overview

Please include all necessary information you know at this time to help us evaluate the scope, viability, plan, risks, etc. Do NOT exceed 3 pages excluding the front page. Appendix is not more than 2 pages.

## Project Description:

Summary of the goal: What are you building {brief, about 3 sentences}?. For example, building an e-commerce site selling books using data mining technique to recommend books, dynamic pricing and visualizations of the purchase insights. Another example is creating a chatbot for a restaurant for customer service, paying bills, recommending products. You can be specific on the datasets used. For example, the historical data of the customer purchases or data from social media or data from Singapore geographical data.

## Motivation:

Why? What is the reason for doing this? This section could be merged with project description. Do not repeat the description; do not use vague adjectives (best, user friendly, commercial quality, scalable, interactive, one stop, efficient, improve productivity, etc.). Each of these adjectives must be quantify, otherwise, you will lose credibility. Do not claim everything, it does not solve all problems. You should be able to connect back to the sponsors or customers needs.

## Stakeholders:

|  |  |
| --- | --- |
| Sponsor | Who initiated the project? Be specific about any relationship between the sponsor and the team. What is your contact person’s role in the organization? Is it a faculty member, CEO, manager, liaison, etc. |
| User | Is the user different from the sponsor? Who is your user? If it is not a person you know, describe the user persona for each user role (e.g. admin, buyer, seller). Projects with no sponsors require a listing of the targeted users for beta testing. |
| Advisors/Practitioners/Mentors | Are there other parties involved in the project? What is their relationship to the project? What interest do they have to the project? Remove this if not applicable. |

## Deliverables:

Outcomes: What is delivered (deployed) to the sponsor? Is it a proof of concept? Or release for live usage?

Value Statement: What does the sponsor get out of this?

## Scope:

You need to create at least 3-4 use cases for high level problems. These are the projects where use case can have sub-features. For more defined problems, you can specify 5-6 features of the project. Place the priority scope in the following format for use cases. Describe each use case with example input and output. Also specify the data characteristics and possible techniques. Figure 1 shows a project with usecases. Visualization is part of all the projects as demo is a compulsory outcome.

Figure 1: Use case for News Articles Data Mining

Place the priority scope in the following format for project with more specific requirements – features are well defined. Describe each feature with example input and output. Also specify the data characteristics and possible techniques. Figure 2 shows an example of features for the project.

Figure 2: Features for Chatbot Application

Briefly explain the scope, constraints and assumptions here.

List the functions; storyboard, use case diagram (if any), process diagram (if any), UI mockup/paper prototype (if any), design diagram, research needs, data mining or machine learning techniques, data properties in the IS483 wiki. Use the diagrams only if it helps explain the scope. Use architecture diagram if necessary to show interface or techniques, existing system API, concurrent team dependencies, etc.

# Project Plan

This plan describes the resource, schedule and major risks. The plan provides a basic execution description of the project based on current knowledge of the project.

## Project milestone:

Define the work breakdown structure with key milestones. Use a project timeline in a tabular form or picture.

Define the breakdown of deliverables with use cases/functions/features list, evaluations, documentation and user testing. List specific dates for your milestones! You should plan to demo your system or the evaluation of the techniques during midterm and finals. Each milestone should have clear goals/functions. Note that each module should map to the priority scope. Use a timeline to describe the milestones. An example is given below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Elapsed Time (in days)** | **Start Date** | **End Date** |
| Usecase1 detailed features |  |  |  |
| Data Collection |  |  |  |
| Data Preprocessing and Cleaning |  |  |  |
| Labeling of Dataset |  |  |  |
| Analysis and Solution design for usecase 1 |  |  |  |
| Coding and Experiments usecase 1 |  |  |  |
| Evaluation Results usecase 1  |  |  |  |
| Dashboard development/Testing usecase 1 |  |  |  |
| Documentation for usecase 1 |  |  |  |
| Integrated Dashboard (demo) |  |  |  |
| Final Integrated Report and Poster |  |  |  |

## Tools and Techniques:

Define the techniques (example: clustering, OCR, etc.,), tools (R, Tableau, etc.,) and the need for that technique. For example. Tableau for visualizations. Programming language, frameworks, APIs, platforms, OS, etc.

## Risks:

Identify assumptions and risks particular to this project, stakeholders, schedule, team, technology constraints, etc. Do not put generic risk, such as “requirement may change”, unless it is specific to the sponsor. List mitigation steps.

## Resource and reference:

What do you need? Training on programming (list books, web pages, hardware, software, etc. Research on technology or the solution design can be indicated at high level.

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1. Team without a name will be given a horrible name such as NoName1 and you will not be able to change your team name. [↑](#footnote-ref-1)
2. To be assigned by course coordinator [↑](#footnote-ref-2)