EE486 Schedule Presentation

Projecting and Setting Your Project's Schedule

General Information

- *Due Date*: All presentations will be on January 29 during regular lecture, no exceptions.
- *Grading*: Grading will be done at a team AND individual level (see the Rubric).

Last semester you had to prototype out at least three parts of your project. You may have wondered what the purpose of that was. First, to get you thinking about what challenges might lie ahead. Second, to help you calibrate your time expectations for tasks. And finally, third, to get you started early rather than starting everything this month!

This assignment will be to put together a projected schedule for the various tasks in your project. You should consider higher level parts, with their subparts as well. In class we talked about critical path, float (or padding), and dependencies. You will need to identify these on your schedule, both the presentation version and the document version. Your document version of this schedule will be due exactly one week after the presentation, to allow you to incorporate feedback from class.

The Assignment

Put together a "short and sweet" presentation that outlines your *expected* schedule for completing your project this semester. Every slide *must* have the name of who is presenting it clearly readable on the slide (I suggest the bottom right or left corners). Start with an intro, reminding us who you are and who your client is, then move into the higher level parts, with more detail on each as your progress through your talk. Exactly how much detail is needed is somewhat up to you, but consider if the detail is sufficient for anyone in class to follow it, and if it's so much that everyone would get lost in the details. You want to aim for something in between these two points.

Everyone in your group will need to present, and *each person in the group should have their own slide to present on*. This does mean that if you have five people in your group, you'll need to have at least five slides in your presentation, each of those of which must have some technical aspect. What does that mean? While required, an intro slide of "this is who we are" and a closing slide of "we're going to do great" will not count for your team members to present on.

At least one of your slides must be an overview of your schedule, with discussion on high level critical path, float, and dependencies. Each subsystem/subsection slide must also make mention of these in a scope that is appropriate to them. This may mean that "this subsystem Y cannot start until subsystem X" or "this part of subsystem Y has flexibility compared to this other part of subsystem Y," or etc. This about what we discussed in class…

Here is a suggested outline, but modify it as you see fit so long as you still hit the important parts:

1. Intro - reminder of your project and team.
2. Overview of schedule - high level, but mention critical path, float, and dependencies.
3. Subsystem 1 - parts within subsystem 1, how does this relate to overview (slide 2)?
4. Subsystem 2 - parts within subsystem 2, how does this relate to the overview and subsystem 1?
5. Subsystem 3 - parts within…, how does this relate to slides 2, 3, 4?
6. Subsystem 4 - parts within…, how does this relate to slides 2, 3, 4, 5?
7. Closing - bring it all together again, hitting on the critical path, float, and dependencies again.

Deliverables

- Live 3-5 minute presentation in-class.
- Each slide *must* have the name of the presenter on it.
- Each member of the team *must* present at least one slide (see above).

- Slides in either ppt or pdf format must be finished and delivered BEFORE the presentation date. Upload your presentation to BBLearn. The professor and all GTAs will have access to your presentation via Dropbox the day of.

Remember: No Google presentations, Prezis, or other formats - you must have a file sitting on the podium computer, waiting and ready to go. No logging in, no changing laptops, no waiting. This is why exporting to pdf and ppt so that I can have all the files in one common folder that is open on the desktop is best.