G52GRP 2016/17 Expected final documentation

You will be expected to provide:

* A final report for your project as outlined in the pro forma below.
	+ The main purpose of the group report is to present your group’s work to your supervisor (and external supervisor). It should be written formally – as a report from a company that has been awarded a contract to the company that issued the initial call. Thus it should be written as a professional document and assessment will be negatively affected if you use informal language.
* Instructions for use for your software (user manual).
* Documentation of the software functionality
	+ To the point where a group following on could take the project forward
	+ For code this will include appropriate documentation such as
		- Clear and consistent use of conventions for variables etc.
		- Only appropriate levels of comments
		- Clearly structured code where functions/methods have only one purpose.
		- Evidence of refactoring to avoid over complex code structure

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| **Group Project Report** | <insert group name and number here> |
| **Date of Submission** |  |
| **Expected Submission Date** |  |
| **Project Title** |  |
| **Sponsoring Company (CS if local only)** |  |
| **Contact Person** |  |
| **Contact Email** |  |
| **Project Supervisor <or as above for local>** |  |
| **Supervisor Email** |  |
| **Group members names and emails** |
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| **Project Background Information** |
| <Fill in here the tender as you understood it. Changes to the initial specification and when and how they were introduced. If you have been following an agile methodology these changes may have occurred throughout the project as requested by the sponsor/supervisor>**(500 words maximum)** |
| **Progress on Work at Time of End of Contract** |
| <Summarise here the extent to which you have achieved in your deliverable the objectives outlined above. Wherever objectives have not been achieved outline the extent to which you have not achieved the objectives and the reasons for it. Also give information on future plans for your project>**(1000 words maximum)** |

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| Documentation of the project is here. | <link to documentation> |
| The code repository is here | <link to code repository> |
| Other project management documents (e.g. Trello boards) are here. | <link to any project management documentation> |