CSS 497: Computer Science And Software Engineering Capstone (Yusuf Pisan)

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Visit the following pages for requirements, details, contract and important dates
- Student Guide https://www.uwb.edu/css/capstone/student-guide
- Specific Guidelines http://courses.washington.edu/css497
- Forms https://www.uwb.edu/css/forms
- Colloquim Schedule https://www.uwb.edu/bscsse/capstone/colloq-schedule
- Resources and advice for presenting at a symposium
  http://www.washington.edu/undergradresearch/symposium/participant-info/

If you already have a faculty advisor and you just want me to be one of your capstone sponsors, you only need to send me your capstone proposal/contract at the beginning AND your final project report before you present at the colloquium. You do not need any of the steps below.

I have limited availability over the summer. I will keep in email contact and attend your colloquium, but no scheduled meetings. This might mean that there is more independent work on the final stages of your capstone if Summer is the final quarter for your capstone. Take this into consideration if you want to have me as a faculty advisor.

There are 5 types of capstone projects: 1) Sponsored, 2) Current Employer, 3) Research, 4) Individual Project, 5) Group Project. The Research project is the one that I expect you to work closely with me and have a decimal grade. All others are much more self-directed and will have a CR/NC grade.

Process

1. Check your eligibility for CSS 497. Check whether I am a good fit to supervise your capstone (completed a course with me, topic in my research area, etc)
2. Explore capstone project options and talk to CSS 497 coordinator if necessary
3. If you are doing a faculty research, we need to discuss the project in detail before the contract. For all other types of capstone, skip the next couple of steps and send me the CSS 497 contract.
4. Send me an email with a 1-3 paragraph description of your project OR if you do not have a project idea a list of areas you are interested in and description of what areas you are good at. Describe the benefits of the proposed project (e.g., 'What is this project going to accomplish?') and the academic merit of proposed project (e.g. 'How will the project help you develop your core and advanced technical competencies). Specify at least 3 dates/times you can meet
5. Have a meeting to discuss the project
6. Download "CSS 497 Contract", fill it and sent it to me via email.

- ○ For research choose decimal grade, for all others choose CR/NC as the grade option.
- ○ Project plan must include a schedule with deliverables. It is not mandatory that you meet the schedule precisely, but you should have a plan before you start. Your plan should encompass 400 hours of work.
- ○ Method and Criteria for Evaluation must include: Deliverables to your sponsor (if any), Regular reports, Colloquium slides + poster, Colloquium Abstract and Successful completion of the CSS colloquium.
7. If necessary, revise the contract based on my feedback and resubmit.

Reports

1. Submit weekly progress reports for faculty research, fortnightly progress reports for all other capstones. All reports should be sent via email as pdf, and have
    1. Project Title
    2. Your name
    3. Report Number, Date and Colloquium Date when you will present (e.g "Report 3, 1 Jan 2018, Colloquium Date: Jun 2018")
    4. Activities - what you have done since last report max 7 bullet points.
    5. Plans - what you plan to do next, max 5 bullet points
    6. Problems - any problems encountered, can be N/A
    7. Self Evaluation - towards capstone goals, max 1 paragraph

2. Final Report is due at the end of week 11. The report should be 5-10 pages.

A research based report will have:
    1. Introduction
    2. Method/Progress
    3. Result
    4. Conclusion/Analysis
    5. Appendix: Final product and other support material (if applicable)

Other capstone project will have varying reports, but along the lines below:
    1. Deliverables (pseudocode, code, requirement spec, design spec, testing plans, testing results, diagrams, discussion, web site or something else that is appropriate for your capstone)
    2. Reflection
        - What did you learn? What do you wish you would have learned?
        - How did you enjoy what you're doing?
        - Things that went well? Things that didn't go well? Things you would change if you did it over?
        - Was the mentoring handled well? Why or why not?

- What were the challenges in your project? Did you have to communicate with non-technical people? If so, how did it go?
- Problems? Cool things?
- Would you like to continue working at your internship company? Why or why not?

3. As long as you are working as a researcher, intern or on your project, you need to keep submitting reports. Once you are done working, and only have the colloquium, then you do not need to submit reports.

4. We will also have some meetings either face-to-face or via Zoom/Skype. For faculty research, this will be approximately once a month. For all other capstones, this will be every other month. If your capstone is only 1-quarter, we'll adjust this schedule.

You must attend at least one CSS Colloquium prior to your own presentation. Record the colloquium dates in your calendar. If you have not attended a previous colloquium, you will not be allowed to present.

You need to submit the following documents **3 weeks** before your colloquium date. See "Detailed Student Guide" for format and details

1. Abstract - 200-400 words
2. Poster
3. Presentation slides - max 10 slides

Presentation

Describe your research OR the context of your project and your project.

- Introduction slide with title, names, what you will talk about, etc.
- Describe what the company does (only as much as is needed to know how you fit in), then describe your work, or the reasons for choosing this topic.
- If you need to present an overview, that's fine. You're basically aiming for clarity.
- At least one technical detail - something that was new to you
- Summary of what you learned, parts of the research, internship or project you particularly liked or disliked, what Bothell courses helped with your work, pitfalls, and any other miscellaneous, but appropriate information

The capstone is your project. I will provide some guidance, but you need to take ownership and push it through. It is your job to keep on top of deadlines, submit your reports regularly. If you are not willing to take ownership of the project, you should consider another faculty advisor.

The capstone is meant to be challenging. It should be an enriching experience for you and for me. By the end of the capstone, I should have learned something new from you. If I haven't than you have not done your job. If you are willing to take the challenge, email me to start your capstone journey!

Yusuf Pisan