CS4701 Fall 2011: Practicum in Artificial Intelligence

Status Report and Code Review

Due Date: Code Review #1 due Tue Oct 4
Code Review #2 due Tue Nov 1

To encourage that you write your code in stages rather than waiting until the end of the semester, you'll have to turn in a status report and copies of your code for review twice before the final project is due. A portion of your final grade is based on these intermediate project reviews. The format of the status reports is included below. Only one status report per project should be turned in. It does not need to be long (one or at most two pages should suffice.) It should contain the following sections:

Code: Also upload to CMS a copy of your code. We only need to see the code that you're writing for the project, NOT any of the code that you're making use of but did not write as part of the project.

Demo: Be prepared to show a 1-2 minute demo of your working system. Have everything you need on your own laptop ready to run. Don't assume that resources will be available – be self sufficient. Practice before the actual demo.

Grading: The grade for the status report will be based on: (1) progress made; (2) clarity of the report; (3) algorithm design; procedural and data abstraction; (4) readability, style, documentation of the code.

Report content. The pre-proposal should contain the following sections:

1. **Executive summary:** A few sentences summarizing each of the items below
2. **Proposal Summary:** A short (one or two sentence) summary of the project approach. This is just to remind us what you're working on.
3. **System Architecture summary:** A summary of the main components of the system, and how they interact with each other to achieve the goal. This is just to remind us what you are planning to develop.
4. **Implementation status.** A list of the major components of the system as well as the current status of each (e.g. designed, implemented, tested, finished, almost finished with coding). For the pieces not yet finished, indicate tentative completion dates. The schedule doesn't have to be incredibly detailed, but it should include entries for all substantial modules/submodules of your system. Include also who in the team is responsible for completing this module.
5. **Evaluation status.** A list of the major steps in your planned evaluation of the system and the status of each. For some projects it may be easier to merge this list with the component/module status list above of your system. Include also who in the team is responsible for completing this module.
6. **Project schedule timeline:** Tell us if you are meeting your project timeline or you are exceeding it or falling behind. If you are falling behind, explain how you will catch up or adjust the goals.

7. **Activity log (Optional)**. an informal log your efforts. If you've been keeping notes on your progress, feel free to turn these in as well. These might include: (1) notes on what aspect of the project you worked on and when, (2) what was accomplished in each "session", (3) design questions, (4) implementation questions, (5) descriptions of experiments and results, (6) problems that arose, (7) anything else that you think is relevant to the project.
8. **Proposal Modifications:** Let us know if you are deviating from your original proposal.
9. **Appendix:** Describe the code files you uploaded into CMS