Executive Summary:

- Requirements for your team’s 10-15 page, web-browsable final report are detailed below.

- Email us the URL of a single web page for the report by 5pm Friday, 6 December 2002. (To print your report, we will go to the URL and press Print; thus, anything you wish for us to read should be visible by scrolling through the submitted URL! This means you should have no links within your writeup, except perhaps in the bibliography.) This deadline is a hard deadline.

Communicating Your Work:

By now you are all nearing the completion of interesting, worthwhile final projects. A crucial part of your project is communicating its substance to the teaching staff (and, if you wish, to your classmates and to the larger community). There are two mechanisms for this communication:

- Your final project team written report, and

- Your final project team oral presentation.

Both are described below.

Final Project Written Report:

Your final written report should be a team effort. It must include clearly labeled diagrams and/or color images related to or arising from your project. It should comprise in total between ten and fifteen pages, and must include the following sections:

- Title, Abstract, Team Members.

- Introduction Motivate your work; why would people want to do what you did, or want the results of your work? How does your project relate to work described in the computer graphics literature, or to techniques covered in 6.837 lecture?

- Goals. This should be a brief (1-2 page at most) reiteration of your project proposal goals.

- Achievements. What did your team actually end up achieving? What were the significant obstacles to realizing your vision? If you overcame them, how? If you were unable to overcome them, why? Please don’t try to put a “positive spin” on your failures or successes; we know how hard it is to do a substantial team project in a month. We’re most interested in reading about what engineering problems you faced, and an honest assessment of how it was (or wasn’t) realistically possible to address them in the time you had, with the tools you had at hand, or could build.

- Individual Contributions. Briefly describe the contributions of each team member to the overall effort.

- Lessons Learned. What did you learn in completing this project? Did you learn how to use a modeling tool? How to exploit spatial coherence? How to write a flexible user interface? How to manage a large group software project? Which, if any, aspects of the problem were harder than you expected? Which were easier? Review all the things you learned in the course of completing the project, and tell us about them! If you used packaged tools (APIs, file formats, user interfaces, public-domain or proprietary software, etc.), critique them. If you were to design or implement such a tool in the future, how would you do it better?
• **Description of deliverables.** The actual project material produced. This could include source code, executables, presentation materials, and/or documentation; also images, models, videos. This section should also include a web location for these materials, so the teaching staff can examine them for grading purposes.

• **Acknowledgments.** This section should acknowledge any help you received, in any form (algorithms, code, advice, etc.), from any source.

• **Bibliography.** Include here scholarly citations (with author, title, journal/URL, page number, date, etc.) to any publications or web resources you learned from or used in your project.

• **Appendix.** Any related technical information that did not fit in the main report, e.g., compilation instructions or build scripts or operating instructions.

Please email us a single URL for your writeup by **5pm, Friday 6 December 2002.** (It would be helpful if you could add a link to the writeup from your team project URL, as well.) We will print and read the reports as they are submitted.

**Final Project Presentation:**

Each team will have a **half-hour slot for their presentation**, including five minutes of setup time. The presentations are to be made in various rooms as listed on the course page. We will make sure that a projector is available, from which you can project your presentation from a laptop or PC.

The presentation should consist of between 10-20 pages of web material. Make sure to use large, readable (36 or 48pt) text and color images! By all means incorporate one or more demos or videos into your presentation, if appropriate. One or more of the team members will present this material to the teaching staff. You should **practice** your talk! Make sure it runs between 15 and 20 minutes, leaving time for demo setup, questions, and some immediate feedback.

The presentations will be open to all 6.837 students. Your entire team must attend the presentation. You may also invite a reasonable number of friends or family to attend. Regardless of who presents the project, each team member should be prepared to answer questions about their individual contributions to the project.

**Final Project Grading Criteria:**

The project is worth 50% of your total course grade. The 50% is broken into five parts as follows:

• Initial proposal; checkpoint meetings; overall pacing and consistent work (20%);

• Overall project quality (40%);

• Final, written report (15%);

• Final team presentation & demo (15%);

• Project artifact/deliverables (10%).