

CS 440 File Naming and Formatting Guidelines

Last updated 1 Feb 2015 at 11:30 p.m.

Submissions

- All documents should be uploaded to the appropriate git repository by the date and time when the assignments are due, commonly but not always 30 minutes before class time. Please be careful to submit the coding project documents to the coding project git repository and the development project documents to the development project repository.
- Please submit hard copies of all scenarios and summaries, at the first class period following the electronic submission deadline. Double-sided single sheets are preferable to stapled single-sided sheets, but either is acceptable.
- All coding project documents should additionally be added to the iceScrum project.

Scenarios

- The body of paragraphs shall be in Times New Roman font, 11 or 12 point font, (preferably 12), single spaced, with justified paragraphs.
- The title shall be in bold Arial typeface, generally larger than 12 point.
- The group number and all group number names shall appear on a line under the title, in 11 or 12 point bold Arial font.
- Other font styles and sizes may be used for section headings, subscripts, mathematical formulas, etc. (Suggested font style for section headings is 12 point bold underlined Arial.)
- Margins shall be 1" on all sides.
- Scenarios are limited to a maximum of 2 printed pages. (or one double-sided sheet.)
- File names shall include the group number, some meaningful name, and the word "scenario". Example: "group42EnvironmentalScenario.doc".
- Allowable file types include .doc, .docx, and .pdf. Ask before submitting other types.

Summaries

- Each major report (description, requirements, design, testing, and final) shall be accompanied by a summary not to exceed two printed pages (or one double-sided sheet.)
- The format of the summaries shall match that of the scenarios described above.
- File names shall include the group number, the type of report being summarized, and the word "Summary". For example, "group42RequirementsSummary.doc".
- All summaries **except the final summary** should emphasize the new material that has not been reported on previously. I.e. the requirements summary should focus primarily on requirements, with just enough background to put it in context.
- **The final summary should summarize the entire report, not just the new material.**

Development Project Major Reports

- The major reports for the development project (description, requirements, design, test plans, and final report) shall be based on the template provided.
- For Spring 2015 test plans will be incorporated into the requirements document, and the system design will be included in the final report.
- Each report will fill in some sections of the template, until the final report is complete:
 - The description report will complete part I, sections 1 to 8.
 - The requirements and test plan report will complete sections II and IV, with the test plans focusing on the acceptance of the product as a whole (i.e. based on testing the functional and non-functional requirements), as opposed to unit testing of specific classes or methods.
 - The final report will include system and class design, part III.
 - In addition, each report will complete any portions of parts V to VIII that are known at that time, and will correct any problems discovered in previously submitted sections.
- File names shall include the group number and the type of report. For example, "group42Requirements.doc". (Even though there is really one document that keeps growing all semester, the file name should be changed with each new submission.)

Coding Project Unit Test and Inspection Reports

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