

Project course - agenda 30.9.2022



8.30 Welcome

- Templates for documents
- How will grading be done?
- IPR
- How to make presentations

-- break --

~10.00 Project market

- Project proposals from the floor
- Which project do we have, who wants to do what?

Team challenge (if time)!

For next time:

- Agenda 7.10.2022:
 - Project course **KICK-OFF!**
 1. Add your team to the “project store” (abacus.abo.fi/proj.nsf)
 2. Prepare Project plan (upload to project store)
 3. Prepare Kick-off presentation (10 minutes / team, upload to project store)

Kick-off presentation

Basically a presentation of the project plan

- The vision – what are we planning to do?
- The team – who are we (including mug-shots)
- Stakeholders
- The schedule
 - Milestones – Gantt
- Deliverables
- Risks
- Tools to be used
- How is communication done

The “Standard” format of status presentations

- Reminders:
 - What was the project (title, vision)
 - Who is the team (including mug-shots)
- Achievements - What was done, how did it go?
 - Comparison with plan
- Challenges - What needed to be changed?
- Next steps – OK, what's up next?
- Hours spent