

CSE4939W/4940 Computer Science & Engineering Design Lab I & II

Tracking Individual and Team Contributions for the Semester

CSE4939W differs from other CSE design laboratories in that there is a strong requirement that throughout the semester each team member continuously demonstrates their individual contributions on the various milestones and deliverables. CSE4939W is the first semester of a major design experience or capstone project, which will be followed by a CSE design laboratory, CSE4940. The intent is for the team to work with supervision by the instructor (acting as project manager) and by a potential industry representative (for sponsored projects) to propose, specify, design, and prototype a software and/or hardware system. The instructor for the course serves as a mentor, and evaluates the objectives and progress (meeting objectives) of each team throughout the semester. As a major design experience, it is critical that we assess and evaluate that each member of the team has contributed to all aspects (specification, design, prototyping, testing, etc.) of the project over the entire semester. To accomplish this, the following is required:

1. Every submission by the team (specification document, design document, UML diagrams, presentation, etc.) must be clearly delineated to indicate the contribution of each team member. Mark the documents, sections, presentation slides, etc., with names of the team member (or members) that developed them. There must be clearly identified sole work by each team member on each project submission.
2. Every student must be present his/her own work for every major milestone over the course of the semester. Each student must be able to competently and precisely elaborate on the details of their responsibility for the project.
3. The entire team must prepare and maintain a **summary spreadsheet** that tracks their individual contributions over the course of the semester for all project deliverables. The statistics and information that is required for the Individual Assessment, as posted on the course web page, should be very helpful in organizing this summary spreadsheet.

The contribution and assessment process for CSE4939W/4940 will continue to be an evolving process, and the lessons learned by the teams, students, and instructor for a given semester/offering, will impact the process in subsequent offerings.