MICHIGAN STATE
U N I V E R S I T Y

02/07:
What's ahead?

The Capstone Experience

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Department of Computer Science and Engineering
Michigan State University

Spring 2023

From Students…
…to Professionals

What's ahead?

- Upcoming Meetings
  - ~~01/31:   Project Plan Presentations~~
  - ~~02/02:   Project Plan Presentations~~
  - ~~02/07:   Project Plan Presentations~~
  - 02/09:   The Design Day Booklet Process
  - 02/10:   Pre-alpha Check-in Presentation
  - 02/17:   Pre-alpha Check-in Presentation
  - ⋮
  - 02/21: Alpha Presentations ←2.0 Weeks from Today
  - 02/23: Alpha Presentations
  - 02/28:   Alpha Presentations
    ⋮
  - 04/04:   Beta Presentations ←6 Weeks from First Alpha

What's ahead?

- Design Day Booklet Process
  - Email Sent
    - Read Carefully
    - <u>Study</u> (Like for an Exam) Before Thursday's All-Hands
  - Team Assets Zip Files
    - Posted on Downloads Page
    - Download & Unzip
    - Compare Assets with Instructions
  - A Lot of Important Work
  - First Draft Due Friday, 02/17 ←10 Days

What's ahead?

- Important Dates for Planning
  - 02/17: Design Day Booklet Zip File Due
  - 02/20: Alpha Slide Decks Due
  - 02/21: Alpha Presentations Start
            Start Working Towards Beta Presentations
  - 03/17: Last Day to Submit Artwork Updates
  - 04/03: Beta Slide Decks Due
  - 04/04: Beta Presentations Start
            Start Working on Project Videos

What's ahead?

- Pre-Alpha Check-in Presentations
  - 2/10 is in Anthony 1257
  - 2/17 is in Anthony 1235

Feb 10th			Feb 17th	
Time	Team		Time	Team
9:00	Vectra		9:00	
9:20	RIKS		9:20	
9:40	United Airlines Training		9:40	
10:00	TechSmith		10:00	MSUFCU
10:20	Ally		10:20	Targets' Tip
10:40	GM1		10:40	Amazon
11:00	Bosch		11:00	Urban Science
11:20	Moii		11:20	DRIVEN-4
11:40	MSU Linguistics		11:40	RPM
12:00	MSU CSE		12:00	Lockheed Martin Space
12:20	Whirlpool		12:20	GM2
12:40			12:40	
1:00	Vectorform		1:00	Anthropocene Institute
1:20	RIDS		1:20	Evolutio
1:40	Auto-Owners		1:40	Meijer
2:00	Magna		2:00	United Airlines Airport Operations
2:20			2:20	Kellogg's
2:40			2:40	Union Pacific
3:00			3:00	United Airlines Quality Assurance

Read Me

- Presenting
  - The purpose of the Alpha Presentation is to convince everyone that your team will be successful; that is, to convince everyone that your team has your project completely scoped, the specifications complete, and all risks mitigated so that you are capable of implementing your project, full-featured, and delivered it to your client, on time (Wednesday, April 26).
  - The time limit for your presentation is 15 minutes, which will be strictly enforced. Practice your presentation to ensure that you will finish within the allotted time.
  - Each team will present using their own laptop. You will be provided with a wireless presenter. Ask your TM for adapters <u>in advance</u> to connect the laptop AV equipment in your presentation room. Test <u>in advance</u> in the room in which you will presenting with the laptop you will be using.
  - We will meet in "split-hands" meetings. Luke's teams will meet in STEM 3202, Griffin's teams will meet in STEM 2202, and Tommy's teams will meet in Anthony 1281.
  - Plan on spending most of your presentation demonstrating your software. A suggested approach is as follows.
    - Very Brief Review of Project Overview
    - Very Brief Review of System Architecture
    - Software Demonstration (Skipping All of the Screen Shot Slides in Your Slide Deck)
    - Brief Summary of What's left to do?
  - Your presentation should be professional, well rehearsed, and flow from beginning to end. Practice presenting in a suitable room. Ensure that your slides are readable. Practice demonstrating your software. Practice switching from one team member to another.
  - As a backup to live demonstrations, consider making screen recordings of your software demonstrations using Camtasia.
  - All team members are required to dress business casual on the day of their presentation. Business casual does not include jeans, sneakers, tennis shoes, hats, coats, hoodies, t-shirts or shirts that are not tucked into pants. Google "what is business casual."
  - Although the presentations will be scheduled over the course of three meetings, all teams must be prepared to present on the first day scheduled, Tuesday, February 21.
  - The presentation schedule will be posted on our <u>Weekly Schedule</u> page in the evening of Monday, February 20.

READ ME

- Creating and Editing
  - Use only the Windows version of Office 365.
  - You must use this PowerPoint slide deck template as is. Do not change the number of slides unless the instructions explicitly allow you to duplicate slides. Do not change the order of the slides. Do not change the styles. Do not edit the master slides.
  - Throughout the template, replace placeholders […] with the appropriate information.
  - Edit the center footer by clicking the Header & Footer button on the Insert ribbon. Change [Team Name] in the footer to your company name as in "Team TechSmith Alpha Presentation". If necessary, extend the width of the center footer textbox on the master slide, making sure that you re-center the enlarged textbox.
  - Do not include any company confidential information in your presentation.
  - Delete every textbox that includes "Delete this textbox" and every slide that includes "Delete this slide."
- Submitting
  - All presentations are due to us and to your client by 11:59 p.m., Monday, February 20.
  - Name your PowerPoint slide deck file as "team-[team-name]-alpha-presentation.pptx" replacing "[team-name]" with your team's name (using all lower case and replacing all blanks with dashes) in your filename as in "team-auto-owners-alpha-presentation.pptx". Set File Explorer or Finder to show all file extensions to ensure that there are no blanks before the ".pptx" extension as in "team-amazon .pptx".
  - Upload your PowerPoint slide deck to the folder "Alpha Presentation Slide Decks" in our Microsoft Teams General Channel file space by 11:59 p.m., Monday, February 20. In addition, upload your slide deck to your team's private channel file space in case your slide deck is deleted by accident from the General Channel file space, and you need to prove that you did indeed upload your slide deck by the due date and time.
  - Email a copy of your slide deck to your client as well by 11:59 p.m., Monday, February 20. Do not cc us on that email. Include some professional text in the body of your email to practice being a professional and to avoid having your email sent to your project sponsor's junk folder.

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Alpha Presentation
[Project Title 36pt]

The Capstone Experience

Team [Team Name 24pt]

[Team Member 1 16pt]
[Team Member 2 16pt]
[Team Member 3 16pt]
[Team Member 4 16pt]
[Team Member 5 16pt]
[Team Member 6 16pt]

Department of Computer Science and Engineering

Michigan State University

Spring 2023

From Students…
  …to Professionals

Project Overview

- Point 1
- Point 2
- Point 3
- Etc...

System Architecture

Include your system architecture diagram from your Project Plan presentation.

Update or redo your system architecture diagram if you were asked you to do so in your Project Plan presentation feedback.

Delete this textbox.

[Title of Screen Shot 1]

You must include at least four screenshots.

Include actual screen shots (i.e., not mockups), replacing [Title of Screen Shot] with an appropriate title.

You may duplicate the Screen Shot template slide as needed.

The screen shots should <u>not</u> contain any bordering transparent or whitespace. Use paint.net to <u>crop</u> them appropriately. **← Read this carefully.**

If a slide contains more than one screen shot or additional artwork (like arrows), group all of the items into a single grouping so that it can be copied-and-pasted and resized as a single unit. **← Read this carefully.**

Delete this textbox.

[Title of Screen Shot 2]

You must include at least four screenshots.

Include actual screen shots (i.e., not mockups), replacing [Title of Screen Shot] with an appropriate title.

You may duplicate the Screen Shot template slide as needed.

The screen shots should <u>not</u> contain any bordering transparent or whitespace. Use paint.net to <u>crop</u> them appropriately. **← Read this carefully.**

If a slide contains more than one screen shot or additional artwork (like arrows), group all of the items into a single grouping so that it can be copied-and-pasted and resized as a single unit. **← Read this carefully.**

Delete this textbox.

[Title of Screen Shot 3]

You must include at least four screenshots.

Include actual screen shots (i.e., not mockups), replacing [Title of Screen Shot] with an appropriate title.

You may duplicate the Screen Shot template slide as needed.

The screen shots should <u>not</u> contain any bordering transparent or whitespace. Use paint.net to <u>crop</u> them appropriately. **← Read this carefully.**

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Delete this textbox.

[Title of Screen Shot 4]

You must include at least four screenshots.

Include actual screen shots (i.e., not mockups), replacing [Title of Screen Shot] with an appropriate title.

You may duplicate the Screen Shot template slide as needed.

The screen shots should <u>not</u> contain any bordering transparent or whitespace. Use paint.net to <u>crop</u> them appropriately. **← Read this carefully.**

If a slide contains more than one screen shot or additional artwork (like arrows), group all of the items into a single grouping so that it can be copied-and-pasted and resized as a single unit. **← Read this carefully.**

Delete this textbox.

What's left to do?

- Task 1

- Task 2

- Task 3

- Task 4

- Etc

Questions?