



Guidelines for AMSC/CMSC 663-664 Proposal & Reports

Author's Name

Affiliation & Contact Information

Project Advisor's Name

Affiliation & Contact Information

ABSTRACT:

This document describes guidelines for the project proposal and reports. The first page should contain: title, author's name/affiliation/contact information, project advisor's name/affiliation/contact information, and a short abstract like this one.

Items to be covered are described next.



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Guidelines for Proposals and Reports I

1. Project Background / Introduction
 - Present problem
 - Describe existing solutions
2. Project Goal
 - Define the project objectives as a scientific computing problem
3. Approach
 - Describe overall outline and how the project goals will be achieved
 - Describe possible (predictable) issues and plans for addressing them
4. Scientific Computing Algorithms
 - Present algorithms/solutions to be implemented



Guidelines for Proposals and Reports II

5. Implementation

- Describe platform (hardware/software) and language
- List and describe any databases to be used (note: these must be unclassified/available for public dissemination)
- Comment on complexity and numerical issues

6. Validation Methods

- Describe how to validate the implementation of each element in the project, e.g., if golden standards exist

7. Test Problems for verification

- Describe how to test the implementation

8. Results

- Discussion of (expected, at the time of the proposal) results



Guidelines for Proposals and Reports III

9. Concluding Remarks

- Summarize the project effort

10. Timeline

- Split the project in phases if possible and allocate time to each phase
- Describe overall project schedule

11. Milestones

- Discuss objective measures to test project progress
- Relate milestones to each phase/time period described in time line

12. Deliverables

- Describe tangible results that you promise to deliver at the end of the project; these can include: code, report, archives of results, databases

13. Bibliography

- List references used in the project proposal or report



Additional Comments

- ◆ Project proposal serves as the foundation for upcoming reports.

- ◆ Give credit properly
 - All references must be properly cited where they are used and included in the bibliography
 - All online materials must be appropriately identified by the URLs or at least the name of the sites
 - DO NOT cut and paste; plagiarism is a very serious offense at UMD and in the academic/science/engineering community

- ◆ For submission (either draft or actual),
 - use .pdf to avoid conversion issues between Mac and PC
 - If >10MB in size, use Dropbox etc. and avoid email
 - All materials are due in 3days advance; the instructors may request earlier submission as needed