Guidance to AMSC/CMSC 663-664
Proposal & Reports

Author's Name
Affiliation & Contact Information

Project Advisor's Name
Affiliation & Contact Information

ABSTRACT:
This document describe guidance for the project proposal and reports. First page should contain: title, author's name/affiliation/contact information, project advisor's name/affiliation/contact information, and short abstract like this one.
Items to be covered are described next.

Guideline for Proposals and Reports I

1. Project Background / Introduction
    - Present problem
    - Describe existing solutions

2. Project Goal
    - Define the project objectives as scientific computing problem

3. Approach
    - Describe overall outline and how the project goal is achieved
    - Describe possible (predictable) issues and plan to solve them

4. Scientific Computing Algorithms
    - Present algorithms/solutions to be implemented

Guideline for Proposals and Reports II

5. Implementation
    ▪ Describe platform (hardware/software) and language
    ▪ List and describe databases to be used (note: 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 exists

7. Test Problems for verification
    ▪ Describe how to test the implementation

8. Results
    ▪ Discussion of (expected, at the time of the proposal) results

Guideline 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 serve as the foundation for upcoming reports.

◆ Give credit properly
  ▪ All references must be properly cited at 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 academic/science/engineering community

◆ For submission (either draft or actual),
  ▪ use .pdf to avoid the 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