SMEA CAPSTONE PROJECT MANAGEMENT PLAN

Student Information
Name: _______________________________ Student ID#: __________________

Capstone Information
Capstone Project Title: ______________________________________________________
Faculty Advisor: _______________________ Email: ________________________________
Client Advisor: _______________________ Email: ________________________________
Capstone Collaborators (fellow students in your capstone group): __________________
________________________________________________________________________

Please attach a complete description of proposed capstone, including the following:

- Capstone Project Description
  - Individual goals (your goals related to your degree and career)
  - Client’s goals
  - Project goals
  - Project description
  - Your assigned portion of the project
    - Skills you have to complete these tasks
    - Skills still needed to complete these tasks
    - Proposed courses to gain these skills
  - Potential hurdles
  - Project objectives
    - Short-term project objectives
    - Long-term project objectives

- Proposed a timeline
  - Schedule of meetings with faculty mentor and/or client
  - Planned deliverable dates

- Proposed curriculum list (include course name, course #, credits, quarter taken/planned to take)
  - Core classes
  - SMEA electives
  - Non-SMEA electives
  - Capstone credits

Signature of Student ____________________________ Date ____________

Signature of Faculty Capstone Advisor ____________________________ Date ____________

Signature of Capstone Client ____________________________ Date ____________