

## Project Checklist

This checklist is an example of the kind of guidance the teacher can offer to students and covers all the criteria, G–M.

### **Criterion G: Identifying the Problem within a Social Context** **3 marks**

- Have you identified a problem that requires an IT solution? ☐
- Have you described the problem in a social context? ☐
- Have you explained the shortcomings of the current situation? ☐
- What could be the benefits or outcomes of an IT solution in this situation? ☐
- Have you identified the end-users who will benefit from the IT solution? ☐
- Has the need been determined through discussion with those involved? ☐
- Have you mentioned creating any particular IT solution (for example, web site, database, published document)? If yes, it is **not** appropriate for this criterion.

### **Criterion H: Analysis and Feasibility Study** **4 marks**

- Have you considered two distinct IT approaches that address the problem identified in criterion G? ☐
- Have you compared the advantages and disadvantages of each of the IT approaches? ☐
- Have you justified which IT approach you are taking with reference to its feasibility? ☐
- Have you explained how the IT approach solves the problem? ☐

### **Criterion I: Planning the Chosen IT Solution** **10 marks**

- Will the product provide an IT solution for the problem described in criterion G? ☐
- Is there a realistic plan and time line for managing the project that includes the gathering of necessary information, the making of the product and the testing process? ☐
- Have all of the beta testers and end-user testers been identified? ☐
- Is there a complete design (for example, storyboard, sketches, layout) for the product? ☐
- Have you included sketches, diagrams, charts, screenshots and other evidence in your report that support your account of the development of the product? ☐
- Is there a complete description of all the software (company, title and version) you have used in the making of the product? ☐
- Is there a complete description of all the hardware (model and specifications) you have used in the making of the product? ☐
- Is there a full description of how all of the data used in making the product was collected, including all relevant sources? ☐

**Criterion J: Testing and Evaluating the Solution**

**6 marks**

- Were the technical aspects and the content of the product formally tested with written questionnaires for the testers to complete? ☐
- Did you follow the beta test/refine/beta test/refine/end-user test/refine process? ☐
- Was the product on completion formally tested by the end-user(s) specified in criterion G? ☐
- Have you provided a complete description of the testers' evaluations of the product and the refinements that were made? ☐
- Have you included before and after screenshots in order to document the changes you made? ☐
- Has evidence from the questionnaires been included in the appendix of the project report? ☐

**Criterion K: Assessing the Social Significance of the Product**

**3 marks**

- Have you considered the possible social effects of the product if it was available on a wider scale or to a wider audience? ☐

**Criterion L: The Product**

**6 marks**

- Is the product a solution for the need identified in criterion G? ☐
- Is the product technically fully functional? ☐
- Is the content accurate and complete? ☐
- Is the product a comprehensive solution for a complex task? ☐

**Criterion M: The Log Book**

**3 marks**

- Was the log book started on the same day as the project? ☐
- Does the log book contain regular, dated entries? ☐
- Does the log book contain entries that cover the complete period of the project (analysing, planning, testing and evaluating)? ☐
- Have you included a discussion of the informal testing and modification that you have carried out during the development phase? ☐