

GUIDELINES FOR PRELIMINARY PROJECT REVIEW

The Preliminary Project Review session is scheduled for **Wednesday October 24, 2007**. Each group will be given 15 min. for presentation (12 min. for presentation, 3 min. for feedback, questions and answers).

Your presentation must include the following components on separate slides:

1. **Concise Problem Statement** – describe (1) the issues that you are planning to address, (2) the community that you are serving, and (3) how your project relates to CVEN 4838/5838 and your own interests in sustainable community development.
2. **Functional, Quantitative and Qualitative Requirements** – describe what you are proposing to do in qualitative and quantitative terms.
3. **Your Customers**
 - a. Who are they?
 - b. Forecast their demographics (age, gender, socio-economics, where they live, etc.)
 - c. What are their needs and wants?
 - d. How do you foresee them to adopt your solutions?
 - e. How would their lives be any better with your proposed solutions, five years from now, ten years from now?
 - f. How much participation can you expect from the community and are you willing to allow? Contractual, Consultative, Collaborative, Collegiate.
4. **Other Stakeholders**
 - a. What other organizations are helping the communities? What has been their record? How has the community responded to any outside help?
 - b. Do you envision collaboration and partnership with other groups in addressing the community needs?
5. **Alternative Solutions Explored**
 - a. Provide descriptions of markedly different approaches your team has explored so far to address the identified community problems
 - b. Share the results of your team brainstorming sessions on alternative solutions
6. **Reflections on your Team Strengths and Challenges**

All presentations must be done in PowerPoint. All team members must participate in the presentations. The presentations will be graded for content and quality.

Also, please print a handout (6 slides per page, framed, pure black and white) for the instructor.