

1. PROJECT TITLE

The project title should be simple, short, clear, self-explanatory and should reflect the nature of work being proposed.

2. PERSON SUGGESTING THE PROJECT TOPIC

Full name of the person suggesting the project topic with her/his title will come here. If suggested by a student project team, the names of the team members should get written.

3. PROJECT AIM

What is the aim of the project? What are the benefits your project will bring? What is the outcome/impact it will make? What change will have taken place? What will be different?

4. TECHNICAL CHALLENGES OF THE PROJECT

What are the risks to the project and the organization? Have you completed a risk assessment? What might cause the project to fail?

5. SOCIAL, ECONOMIC AND ENGINEERING DESIGN ASPECTS OF THE PROJECT

Social and economic sides of the project should get described here. The engineering design properties of the project must be explained, as well.

6. PROJECT PREREQUISITES

Any academic or skill requirements that should be fulfilled by project team members prior the project initiation should be listed here.

7. BRIEF LITERATURE SURVEY & REFERENCES

Using a maximum of 250 words please give appropriate background with IEEE format references.

8. BRIEF DESCRIPTION OF PROJECT STEPS

Each step leading to the project completion should be briefly explained as a separate item.

9. PROJECT MONITORING METHOD

Briefly give an overview of key indicators foreseen for measuring progress.

10. PROJECT OUTCOMES

Expected project outcomes should be itemized here.

11. COST & RELATED STANDARDS

Your proposal should include a detailed Budget Justification explaining an estimate for each line item.

12. TIMELINE DIAGRAM

Task	Start & Finish Date	Weeks							
		Week #1	Week #2	Week #3	Week #4	Week #5	Week #6	Week #7	Week #8
Task-1									
Task-2									
Task-3									
Task-4									
Task-5									

13. SUCCESS CRITERIA

What is the minimum criterion for the project team to claim success?

14. PROJECT TEAM

Team Member	Task	Department	Signature

15. PROJECT ADVISOR

Advisor Name	Department	Signature