Intermediate Progress Report Criteria

March 7, 2005

This is a bit of an over-specification of the criteria for a progress report; I am overcorrecting for my underspecified proposal milestone.

• Due March 18 before I wake up on the 19th; you may consume your single weekend-late and turn it in March 21.

• 6 pages minimum, bibliography and figures contribute.

• 8 pages maximum, “appendix” may follow.

• \documentclass[10pt,twocolumn]{article} (two column, ten point)

• \usepackage{fullpage,times} (1 inch margins, times roman font)

• ≥ 1 page introduction, suggested contents:
  – broad context paragraph
  – narrow context paragraph
  – problem statement paragraph
  – prior solutions, prior work overview paragraph
  – goals, contribution paragraph
  – outline of the rest of the report paragraph

• ≈ 1 page related work / context / background
  – cite ≥ four academic papers
  – cite ≥ eight publications total (may include RFC’s, books other than networking textbooks)
  – each related topic of research should be described (defined)
  – each related topic of research should be praised, because you may be building upon prior work.
the relationship of related topics should be stated (how it is related, relevant, or incomplete in a way you solve)

• The remaining four pages are up to you, to be populated with any or all of:
  – Expected conclusion (≤ one column). Typically, this is a past-tense version of the introduction.
  – Design: the design of your artifact at a high level (the interesting parts),
  – Architecture: the view of a system as an assembly of components
  – Implementation: details of the design that may solve smaller problems,
  – Experimental Method: an overview of the experiment to be run.  
  – Skeleton evaluation section: what graphs you intend to generate and what you expect they will look like. If you have a graph (or a sketch of an expected graph), the graph should be no larger than 3.3” square (conference size), and the total space of all graphs should be no larger than a page.
  – Motivation (≤ one page): why this work is relevant, an extended description of why the result will be important, often defining the problem more precisely.

• Figures
  – Good figures may be included, don’t overdo it.

• Must teach me something.

• Verbosity will not be tolerated.
  – I can write six pages of text by repeating myself, by using long words, and by using verbose phrases.

• Do NOT include:
  – material from the proposal, for example, who would do what pieces of the project
  – a first-person account (“we explored sprockets and cogs before deciding to study widgets”); although the story can be interesting, it is rarely important. The point of the progress report is to tell me that you are making progress, not that you’ve done work.