THE UNIVERSITY OF TEXAS AT AUSTIN
SCHOOL OF INFORMATION

PROPOSAL FOR INF 388L
PROFESSIONAL EXPERIENCE & PROJECT

STUDENT INFO
Student Name: ___________________________ UT EID: ____________

Student email address: _______________________________________

Estimated graduation date: ________________________________

Capstone course instructor: ____________________________________

Brief proposal title: _________________________________________

SPONSORING ORGANIZATION INFO
Field supervisor name: _________________________________________

Field supervisor title: _________________________________________

Supervisor email: ___________________________ phone: ____________

Organization name: _________________________________________

Address: ___________________________________________________

Web site: ___________________________________________________
PROPOSAL

State: (1) a clearly stated objective and an overall description of the work to be performed; (2) a set of work activities, or the tasks you will complete on the way to the final deliverable, including methods as appropriate (e.g., focus group interviews, database searches, prototyping, experimentation, use of testbenches, or surveys); (3) a list of deliverables or outcomes, the expected culminating products of your work; (4) the criteria for evaluation of your work (e.g., on-time delivery, working functionality, thoroughness of research, responsiveness to others, or actionable recommendations); (5) a preliminary schedule with tasks and dates of completion; (6) work expectations (e.g., on-site attendance, meeting attendance, dress, availability, or social media protocol); (7) methods for monitoring project progress (e.g., weekly meetings with your supervisor, routine presentations, or regular emails to the department); (8) a set of learning objectives that specify what you will gain from this work, as in skills you will hone or knowledge you will gain; and (9) an explanation of how the project fits into your education (with courses specified). (Attach additional sheet if necessary.)

Student Signature

Date