

Field Session Wrapup

The end to a successful session, just around the corner...

Product finished

- Coding should be done
- Be sure to review product with client. If you've been doing demos all along, should have no surprises.
- Remember definition of done - how does client want product delivered?
- Client evaluations
 - I will email survey forms to clients after presentations
 - **Be sure you have delivered software and documentation to your client by Thursday 6/13 (preferably sooner!)**

Final Report

- Final report requirements
 - Report due to evaluation team by noon, 6/12
 - Feedback due to team AND your advisor by 9pm, 6/12
 - Final report due on Canvas by midnight, 6/16
 - Submit electronic copy for grading together with feedback from evaluation team and how addressed
- Final report online
 - *Check with clients* to determine if any issues with posting final report online. Email Prof. Kelly if shouldn't post.
 - If OK to post, email pdf to kathleenmariekelly@mines.edu (by midnight, 6/16).

Final Presentation

- Practice talks
 - Locations online - feel free to setup practice times with other teams on your own
- Final presentation
 - Schedule is online
 - Attend talks for your group both days
 - You will provide feedback to teams on the day you do not present

Peer evaluation

- Team member evaluation
 - Everyone fills in an evaluation on team members
 - You will receive an email from CATME
 - Submit your feedback by 6/13 at **midnight**

Individual personal reflection

- Reflect on your time in Field Session
- Requested topics on website
- Please submit to Canvas by *Monday, 6/17 at 9am*

Questions?