**Title (centered; can be more than one line)**

**1 Introduction**

*Reality check: does this section clearly and unambiguously identify and describe your capstone topic (or capstone subject area)? Include sufficient introductory and/or background information so that the reader can appreciate the problem statement in the next section. In this section, you may wish to use subheadings to organize your material (optional but recommended if your introduction is lengthy). If you use subheadings, then follow the format used in section 2.*

**2 Problem**

**2.1 Problem statement**

*State the problem you will address in* ***one****, straightforward sentence. You may encounter difficulty in articulating the problem in one sentence. If so, the reason may be that you are thinking about more than one problem, or you are overloading the problem statement with too much detail.*

Sample problem statements:

* Confidential information received from external parties is not adequately protected at many universities.
* Forty percent of graduate students in the MS/IT program who complete their coursework never complete a capstone project*.*
* The documentation requirements needed to obtain approval for selling a biological product in the U.S. have become too complex and too massive to manage effectively in paper format.

**2.2. Project Goals**

*Goals are strategic in nature. Often, answering the question: what are the best possible outcomes of this project? will identify goals. For a software development project, an example goal might be: Develop a system that will have the processing capability needed to meet the organization’s expected transaction volumes for the next 10 years. Alternatively, goal statements can be viewed as a summary of motivations to study. For some projects, one goal statement is sufficient. A high-level explanation can accompany the goal statement(s).*

**2.3. Project Objectives**

*Objectives are tactical-level actions that support achievement of goals. For a software development project, an example objective might be: Develop a prototype to explore alternative approaches for achieving transaction processing performance requirements. A high-level explanation can accompany the objectives statement(s).*

**2.4 Significance and potential benefits**

*Reality checks: does the problem statement flow smoothly from the information presented in Section 1? Are your claims for significance and benefits reasonable?*

**3 Literature review**

*This section presents a summary and synthesis of existing peer reviewed, academic work already reported that is related to your problem statement, project goals, and/or project objectives. The kinds and sources of prior work that will be presented here will depend on the nature of your proposed project (or thesis). For example, suppose you are interested in column-oriented database technology. This is an emerging field that has already attracted academic researchers as well as the open source community. For this example, the prior work section will include both references to published research as well as to available open source software. A literature search of research journals will identify the former, while a web search will locate the latter.*

*In contrast, if your project is based on an innovative use of HTML5, then the prior work section likely will include tutorials, standards information, and reports of applications located by a web search.*

**4 Methodology**

**4.1 Implementation Plan**

*This section presents,* ***in detai****l, your plan for completing the capstone. This is not a timeline. You need to specify what steps you will follow, and* ***describe and******explain*** *the major activities in each step.*

*Reality check: have you completely specified your approach? Will the reader conclude that you have carefully considered what needs to be accomplished to complete the proposed capstone project?*

*Discuss the software design and proposed implementation in sufficient detail so that your potential committee members can determine your readiness to undertake the proposed project. Generally, it is useful to enhance the design discussion with an appropriate modeling language and/or graphic*

**4.2 Challenges**

*Precisely state any technical, resource, or process challenges that may impair your ability to conduct the plan specified in section 4.1. How do you intend to overcome these challenges?*

*Reality check: are your proposed strategies to overcome challenges reasonable?*

**4.3 Limitations**

*An important element in writing a proposal is to place boundaries on the project’s scope. Known challenges frequently suggest the need for scope reduction. State and justify your proposed project scope.*

*Reality check: Have you justified project scope limitations with solid reasoning?*

**4.4 Deliverables**

*Precisely state and describe the outputs that you will deliver to the committee as a result of following the plan specified in section 4.1.*

*Reality check: are your deliverables clearly and unambiguously stated?.*

**6 Project Timeline**

*Present a project Gantt chart, optionally accompanied by notes.*