Direct assignments that you have been given that are complete:

- You have created and share a Cloud9 environment named with your first-name\_html.
- You have a directory named IA
- Under the IA directory you have a directory named Forms
- Under the Forms subdirectory you have unzipped all of the files provided to you for structuring the Internal Assessment Project that will be turned in.

Update the status of each of the following tasks – that you should have already completed, and if you have not, then your project is considered behind schedule.

Tasks		Status (Check one column)	
		Complete	Incomplete
cover page updates	you updated the Candidate name:		
	you update the Solution title		
	You updated the link to your planning		
	document		
	You updated the link to the Design Record		
	of tasks file		
	You updated the link to the design		
	document		
	You updated the link to the Development		
	document		
	You updated the link to the appendix		
Appendix	You have some notes from your interview		
	with the client		

The following tables have been adapted from the *IB Computer Science Student Checklist for the Internal Assessment*. Sections A Planning and B Solution Overview should both be complete by now. If you have not completed them – maybe they are just drafts, take the time before January 20 to complete them. Don't wait until the project is nearing its deadline, put these two section behind you. Make sure these sections are complete AND installed in your IA/Forms subdirectory.

Students should consider the following checklist when completing the research report. It is recommended that once each section is completed the student uses the checklist to ensure he or she is on course.

A Planning		Status (Check one box)	
The scenario			
A client and/or adviser has been identified.	Write the name of the client here:	☐ Complete	☐ Incomplete
A problem requiring a solution or an unanswered question has been described.	Briefly describe your project on the back of this page - now	☐ Complete	☐ Incomplete
The word count for the scenario is approximately 250.		☐ Complete	☐ Incomplete
Initial consultation with client and/or adviser			
The evidence of consultation has been referred to in the scenario.		☐ Complete	☐ Incomplete
Any documentation associated with evidence of consultation has been linked to the cover page.		☐ Complete	☐ Incomplete
The proposed product			
The proposed product has been identified.		☐ Complete	☐ Incomplete
The proposed product resolves the inadequacies identified or the unanswered question.		☐ Complete	☐ Incomplete
The justification of the proposed product is approximately 250 words.		☐ Complete	☐ Incomplete
Specific performance (success) criteria			
Specific performance criteria have been drawn up that make it possible to evaluate the success of the product in criterion E.	You must list the evaluation criteria in your document	☐ Complete	☐ Incomplete

Project Description (brief – just a couple of lines)

B Solution overview	Status (Check one box)
Record of tasks	
The Record of tasks form has been used.	Complete
The December of the design and the second section of the section of the second section of the section of t	Incomplete
The <i>Record of tasks</i> form refers to the product proposed in criterion A.	<ul><li>☐ Complete</li><li>☐ Incomplete</li></ul>
The Record of tasks form has been updated during the lifetime of the solution.	☐ Complete
	Incomplete
The Record of tasks form provides a realistic plan and timeline for managing the solution, including the gathering of necessary	☐ Complete
information, the development of the product and the testing process.	☐ Incomplete
Design overview	
The designs refer to the proposed product identified in criterion A and the <i>Record of tasks</i> form.	☐ Complete
	☐ Incomplete
The designs include a range of design levels.	☐ Complete
	☐ Incomplete
The design identifies a range of appropriate techniques and original thinking that will be used in the development of the product.	☐ Complete
	☐ Incomplete
The designs are in sufficient detail to indicate how the product will function.	☐ Complete
	☐ Incomplete
The test plan proposed addresses the main types of test appropriate to the product and relates to the specific performance	☐ Complete
criteria identified in criterion A.	☐ Incomplete

C Development	Status (Check one box)
The different techniques used to develop the product have been identified.	☐ Complete ☐ Incomplete
The different algorithms used in the development of the product have been represented diagrammatically.	☐ Complete ☐ Incomplete
The product includes a range of appropriate techniques.	☐ Complete ☐ Incomplete
The appropriateness of the product structure has been justified.	☐ Complete ☐ Incomplete
The explanation of why the techniques in the product have been used, including screenshots, has been included.	☐ Complete ☐ Incomplete
All sources have been cited using an appropriate referencing style, for example, Harvard, MLA, and so on.	☐ Complete ☐ Incomplete
The technical documentation is approximately 1,000 words.	☐ Complete ☐ Incomplete

D Functionality and extensibility of product		Status (Check one box)
Functionality		
The product has sufficient extent to enable its effectiveness and functionality to be evaluated.		☐ Complete ☐ Incomplete
The product has been thoroughly tested in a range of situations to ensure the product is functional.		☐ Complete ☐ Incomplete
The tests used to ensure the functionality correspond to those in the completed test plan.		☐ Complete ☐ Incomplete
The product has been tested in more than one location under different conditions such as on CD-ROM/DVD or USB.		☐ Complete ☐ Incomplete
A video of the product functioning has been included in a commonly used format.		☐ Complete ☐ Incomplete
Extensibility		☐ Complete ☐ Incomplete
The design overview provides clear evidence of how the product could be further developed.		☐ Complete ☐ Incomplete
Comments are used appropriately to indicate how the product could be maintained by a third party.		☐ Complete ☐ Incomplete

E Evaluation	
Client and/or adviser feedback	
Any documentation associated with evidence of feedback has been linked to the cover page.	
Client and/or adviser evaluation	
The evaluation refers to the success criteria identified in criterion A.	
The evaluation explicitly refers to the feedback obtained from the client and/or adviser.	
Student recommendations	
The recommendations are appropriate to the client and/or adviser for the future development of the product.	
The evaluation of the product and future product development is approximately 500 words.	

Checks before submission	
Product	
One folder called "product" has been created, which holds the product.	
The product folder structure is intuitive and allows files to be located easily.	
There is the appropriate use of file/object/class names throughout the product.	
Comments have been used appropriately in the product.	
A video of the product functioning has been included in the documentation folder.	
Other evidence of the product functioning, such as files included on the CD-ROM/DVD or USB, or the link to the URL, are included where appropriate.	
Documentation	
One folder called "documentation" has been created, which holds the documentation files only.	
The documentation is easy to navigate and uses the file names prescribed in the guide.	

Cover page			
The cover page is not assessed, but will assist the moderator in accessing the different components of the solution.			
The cover page template has been used.	☐ Complete		
	☐ Incomplete		
The student's details have been added where appropriate.	☐ Complete		
	☐ Incomplete		
The cover page has been saved in HTML format.	☐ Complete		
	☐ Incomplete		
All links within the solution are relative.	☐ Complete		
	☐ Incomplete		
The cover page functions as intended.	☐ Complete		
	☐ Incomplete		
Appendix			
The Appendix is not assessed, but will assist the moderator in access of the solution.	ing the different components		
The appendices have been linked to the cover page.	☐ Complete		
	☐ Incomplete		
Any documentary evidence of consultation with and/or feedback from the client is included.	☐ Complete		
	☐ Incomplete		
Any additional videos showing the product functioning have been referred to in the text and/or linked to the cover page.			
	☐ Incomplete		
Any additional information in the appendix is clearly linked to the cover page.	☐ Complete		
	☐ Incomplete		

Final check	
The organization of the solution prescribed in the guide has been adhered to.	
The solution is no more than 2,000 words.	
The links within the product and documentation (where appropriate) are relative, allowing portability.	
The product has been tested in more than one location under different conditions.	
The Record of tasks form has been used as well as the cover page.	
Any appendices in the solution are clearly referenced in the main body of text.	