



PROPOSAL FOR INF 388L PROFESSIONAL EXPERIENCE & PROJECT

Student Information

Name:

Email:

UT EID:

Graduation Date:

Capstone Course Instructor:

Brief Proposal Title:

Sponsoring Organization Information

Field Supervisor Name:

Field Supervisor Title:

Email:

Phone:

Organization Name:

Address:

Website:

Proposal Sections

The student's PEP project proposal must include the following sections:

1. **Project Objective:** Clearly state project's objective and describe the work to be performed.
2. **Project Activities and Methods:** List the work activities or tasks you will complete on the way to the final deliverable, including methods as appropriate.
3. **Project Deliverables:** List the expected culminating products of your work.
4. **Criteria for Evaluation:** State the criteria for evaluating your work (e.g., on-time delivery, working functionality, thoroughness of research, responsiveness to others, or actionable recommendations).
5. **Preliminary Schedule:** Outline your schedule with tasks and dates of completion.
6. **Work Expectations:** List your work expectations (e.g., on-site attendance, meeting attendance, dress, availability, or social media protocol).
7. **Monitoring & Evaluating Student Progress:** Describe how progress will be monitored (e.g., weekly meetings with your supervisor, routine presentations, or regular emails to the department).
8. **Specific Learning Objectives:** Outline 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).
9. **Fit with My Education:** Explain how the project fits into your education (with courses specified).