

6.811: Principles and Practice of Assistive Technology Project Documentation Plan

The goals of documenting your project are as follows:

1. Enable others to **reproduce and continue your project**.
2. Create **publicly available materials** that are useful for educational purposes (future PPAT classes, occupational therapy, and assistive technology programs)
3. Provide an opportunity for **personal reflection** at the end of PPAT.

Teams should assign a lead team member to each of the project documentation elements **by the start of the lab**, one student per team should submit a one-page document stating:

- the product name
- for each of the elements of the project documentation (except for the personal reflection): 1) the name of the lead team member 2) the planned platform (if applicable)

Elements of Project Documentation

Item	Description
Name of Product	- come up with a name for your product
Press Release and Photos/Video	- see submission requirements - submit on blog and Google Drive, and provide links to the other project documentation elements
HAAT Summary	This may be adapted from your mid-semester report. Include one paragraph each about: <ul style="list-style-type: none"> - your client - the target activity - the context - current gaps in your client's current approach - your team's assistive technology solution
Required Materials for Final Prototype	- see end of document for spreadsheet format
Helpful Contacts and Resources	- provide names, contact information, and descriptions of people and resources on campus and beyond who were helpful for your project
Code Repository	- may not be applicable for non-software projects - recommended platforms
Fabrication/ Installation/ Usage Instructions	- for software projects, installation information may be included in the code repository. - include text and photos - recommended platforms: atsolutions.org , instructables.com , Vimeo ,

	Github, or your own website
Prototypes and Experiments	<ul style="list-style-type: none"> - include photos, screenshots, and descriptions of early and late-stage prototypes - describe feedback from client, experiments, and results
Final Showcase Display	<ul style="list-style-type: none"> - prepare a demo and display (e.g. 24"x36" poster, photos, video) for December 10 - each team will get one table and whiteboard of space - consider accessibility in your display design
Personal Reflection	<ul style="list-style-type: none"> - Describe how your own understanding of the activity of interest, or of the success metric, changed as the term proceeded. - Describe one or more aspects of the effort that turned out to be easier or harder than expected. - Discuss ideas or lessons from lectures or labs that arose within the context of your project. - Optionally, describe your ideas about how this class could be improved in the next offering. - Submit on the class blog.
Other (optional)	<ul style="list-style-type: none"> - meeting summaries/minutes, surveys, email threads, brainstorming, etc.

Submission/Archiving Instructions

- One student/team: upload your press release to the class blog with links to the other public project documentation elements (e.g. your client video):
 - Text
 - Photos (name photos starting with your team name, followed by a number, e.g. "TeamArt_1", "TeamArt_2", "TeamArt_3")
- One student/team: upload your press release and all other documentation (including non-public documentation), in a single submission. This will help for our class archiving purposes. You should include everything within reason, e.g. include PDFs of fabrication instructions but don't print out dozens of pages of code. :)
- Each student: submit your personal reflection on the class blog.

Appendix

Required Materials for Final Prototype

Item	Price	Vendor	Notes	Link (if applicable)

Total Cost of Materials				

MIT OpenCourseWare
<http://ocw.mit.edu>

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