Project Evaluation Form
MUS 474 Entrepreneurship in Music/Senior Project
(Provide a separate form for each completed project)

Project Title
Choose a brief title that best depicts the content matter of the overall project.

Your Name

Date
State the project completion date. Provide the date and location of any public performance or proposed presentation of the project.

Project Abstract (Program Notes)
Include an abstract of no more than 100 words. This abstract will serve as the basis for information about your presentation and may appear as program notes for a concert or recital, as part of a newspaper article or other public relations material, or as a description for an online link. Please be concise, accurate, and specific with your writing. Use the abstract to clearly describe the project.

Format and Delivery
In what format does the project exist? State if the project is suitable for public presentation in concert form, as a lecture recital, as a video, on a website, on a CD-ROM, DVD or other media delivery system. Note equipment that is needed for presentation of the project. Who should view this project or attend a public presentation?

Project Outline
This is where you should provide a more detailed outline and descriptive content of your project. Where appropriate, address each of the following areas:

1. Statement of the purpose: State specifically what you set out to accomplish. What problem or issue motivated the project?

2. Materials: State what hardware and software applications were used to complete the project.

3. Description of the process: This is the core of your evaluation and should include such things as activities and techniques used to gather or create data; problems encountered; methods used to work toward solutions; where you worked; hours invested; who was involved with the project, and so on. Include any information you feel is relevant to the evaluation.

4. Outcome: Here you should state your outcomes and achievements. Did you accomplish what you set out to do? Include examples of how your project resolved a problem or issue. Describe ways in which you benefited from your findings. What advice might you give to others who would want to know how the work you did applies to them and their projects? It's important to talk about the successes and failures, especially in respect to what you learned from either.