**Project progress report requirements**

Project progress reports should be at most one page-long and contain the following information. Use these specific headings in this exact order. Either complete paragraphs or a bulleted outline with complete sentences are acceptable.

**Project title**

**Team Information:** name and email of 2-3 students  
**Proposal updates:** Describe any modifications to your initial project proposal or state there are none. Include updates discussed over email or in person with Professor.  
**Progress:** Describe the tasks you have completed at a high level. For example:

- "I downloaded software W and ran it on dataset X."
- "I generated simulated data using method Y."
- "I implemented and tested algorithm Z."

**Challenges:** Describe the greatest remaining obstacles to completing the project on time and your strategy for overcoming them. For example:

- "Software X takes several days to run and I need to run it under multiple parameter configurations so I am planning to move my analysis to HTCondor."
- "Classifier Y is giving poor cross validation accuracy so I am going to try new classifier Z and a new strategy for generating features."

Progress reports will be graded based on:

- Whether they contain the information above  
- How well the questions and comments from the project proposal have been addressed  
- Whether sufficient progress has been made  
- The likelihood that the remaining tasks can be completed by the project due date.

**Submission**

Email your project proposal to daifeng.wang@wisc.edu or submit it in PDF format to the following directory on the biostat server:

```
/home/medinfo/bmi776-2024/progress/<USERNAME>
```

where `<USERNAME>` is your biostat user name.