Dear Team,

We expect you to prepare a project premise at the end of your second week of work. This document will briefly present critical information about your project, making it understandable to other teams, supervisors, and those interested in following your progress. The goal of the project premise is to encourage others to track your project's progress and help supervisors evaluate your approach and identify areas for improvement.

**What should the project premise include?**

1. **Project Title** – Short but descriptive. The title should reflect the central theme or objective of the project.
2. **Acronym** – A brief, memorable acronym that you'll use for both internal and external communication.
3. **Team Members** – Full names of all team members, so it's clear who's part of the project.
4. **Team Supervisor** – Name of the person supervising your project.
5. **Project Summary** – This is the most crucial part of the project premise. In a few sentences, explain what you aim to achieve, what problem your project solves, and the critical business objectives. Focus on the value your project adds—such as improving efficiency, saving time, introducing new features, etc.
6. **Technologies** – A short list of the technologies, tools, and programming languages you plan to use for your project. Be specific about the platforms, frameworks, or environments to show your solid technical planning.
7. **Project Roadmap** – Outline your plan for the upcoming weeks of work. This should be a simple list of key stages and milestones that you aim to reach. It will help others follow your progress and assess if the timeline is realistic.

**Optional Additional Elements:**

1. **Critical Risks** – Briefly describe any potential challenges you anticipate during the project and how you plan to handle them. This will show your awareness of possible obstacles and readiness to overcome them.
2. **Assumptions and Constraints** – Highlight any project assumptions or constraints you've adopted (e.g., time, technology, or budget limitations).

Your project premise will be the first step in presenting your work to a broader audience. It will lay a strong foundation for further evaluation and development. Remember, it's a technical document and a communication tool to spark interest and allow others to offer feedback and support.