

Benchmarks/Deadlines – Descriptions and Due Dates

Preliminary Project Plan and Specifications: Due Fri, Nov 16, by 5:00pm

Each group will submit a written report outlining their project plan and design specifications. The report should include the following:

- Executive Summary
- Preliminary design of final product, including description of all components that will be integrated into the final product.
- Preliminary specifications for performance of final product.
- Preliminary performance specifications for each component of the final product.
- Cost analysis of projected development costs and projected manufacturing/production costs of units after development is completed.
- Brief outline of tasks necessary to be performed and benchmarks to be met in developing and assembling final product.
- Preliminary schedule indicating dates that each task / benchmark / prototype must be completed, Gantt Chart, detailing the project plan from start to finish.
- Individual responsibilities.
- Preliminary plan for prototypes to be assembled / completed.

Note: Your plan should detail what the minimum product features/specifications are that would render the project a success, additional desired features/specifications that you plan to include, and any other desired features/specifications that could be included if time permits.

Preliminary Project Presentations: Wed, Nov 14, in class

Give a 10 minute informational powerpoint/slide presentation on your project to the class. Allow 5-10 minutes for questions.

Project Presentations: Wed 12/5 – Fri 12/7

Each group will give a detailed presentation to the instructor describing the current status of their project and their current project plan, including any revisions to their plan that have occurred since submission of the Preliminary Project Plan. Each group will also demo all of their completed prototyping and any results that may have been obtained through prototyping (if applicable). Plan for 30-60 minutes, including questions and prototype demonstration.

Revised Project Plan, Design Specs, Notebooks, Group/Individual Evals – Due Mon 12/10 by 5:00pm

Each group will submit a written revised project plan and specifications. It does not need to be a complete stand-alone document; it should have the preliminary project plan/specifications attached to it, and simply detail any revisions or updates. Groups will also submit their lab notebooks.

In addition, each individual must submit a short evaluation report, in which they evaluate their group's overall performance, evaluate each group member's contributions, and provide a self-evaluation of their own contributions.