

Benchmarks/Deadlines – Descriptions and Due Dates

PRELIMINARY PROJECT PRESENTATION: 11/10 and 11/12 in class

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

PRELIMINARY PROJECT PLAN AND DESIGN SPECS: Due Fri 11/13 by 5pm

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

I. EXECUTIVE SUMMARY

- 1-2 pages max, including figures
- High level overview of project
- Identify problem to be solved and your solution.
- If applicable, include preliminary image of final product and/or system schematic diagram (in some cases, one or both of these are better placed in the next section)

II. PRELIMINARY DESIGN OF FINAL PRODUCT

- System overview / schematic diagram
- Description of all components/subsystems that will be integrated into the final product
- Flow chart showing operation of final product (e.g., pseudocode for your software)
- Minimum performance specs that need to be met by final product
- Where applicable, minimum performance specs for components/subsystems

III. PROTOTYPE PLAN

- Identify at least 3 components/subsystems of your product that can be prototyped (typically more is better), describe in as much detail as possible
- Develop a plan/timeline for completing these prototypes (see class prototype demo schedule)
- Assign ownership of each prototype, workload division among group members

IV. PRELIMINARY COST ESTIMATES

FALL PROJECT PRESENTATION / PROTOTYPE DEMO: Mon 11/30 – Fri 12/4

Each group will give a detailed presentation to their mentors and 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 their first prototype, and any results that may have been obtained through prototyping (if applicable). Plan for 45-60 minutes, including questions and prototype demonstration. In some cases, project presentation and prototype demo may be split into 2 separate presentations.

REVISED PROJECT PLAN AND DESIGN SPECS: Due Wed 12/9 by 5pm

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. The beginning section should be a brief overview of revisions made to the preliminary project plan/specs.

FALL GROUP / INDIVIDUAL EVALUATIONS: Due Wed 12/9 by 5pm

Each individual will 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 during Fall Quarter.

ELEVATOR PITCHES: Week of 1/18-1/22

Imagine you were trying to raise funding to start a venture based on your product and were in standing in front of a potential investor, or that you are simply just trying to sell your product. Your group has 10 minutes to make their case. Ready, set, go!!!

LOGO / BRANDING ASSIGNMENT: Due Mon 2/15 by 5pm

Each group will finalize their product name and create a logo.

MID-PROJECT DESIGN REVIEW: Weeks of 2/22-2/26 and 2/29-3/4

Each group will give a 30-45 minute presentation to the instructor and their sponsors/mentors detailing their product specifications, the current status of the project, and their plan for completion of the project, and a complete cost analysis.

WINTER PROTOTYPE DEMO: Week of 2/29-3/4

Each group will demo their second prototype, and any results that may have been obtained through prototyping (if applicable).

**FINAL WINTER PROGRESS REPORT / UPDATED PLAN FOR COMPLETING PROJECT:
Week of 3/7-3/11**

Each group will submit an updated progress report and updated plan for completing their project.

WINTER GROUP / INDIVIDUAL EVALUATIONS: Due Fri 3/11 by 5pm

Each individual will 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 during Winter Quarter.

FINAL PRODUCT DESIGN / SPECS: Due Fri 4/15 by 5pm

This is the final version of the product design / specs that was submitted in the Fall. The prototype plan can be omitted, and the cost estimates section should be revised to reflect actual costs that have been or will be incurred. This document should also detail exactly what features will be included in the final product, and which features may be included if time permits.

SPRING CLASS PRESENTATION: Week of 4/18-4/22

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

SPRING PROTOTYPE DEMO: Week of 5/2-5/6

Each group will demo their third prototype, and any results that may have been obtained through prototyping (if applicable). Ideally, this prototype will be close to a finalized version of your product, including most or all of the hardware and implementing some of the software.

FINAL PRESENTATION/DEMO TO SPONSORS AND MENTORS: Week of 5/23-5/27

Each group will give a 45-60 minute presentation to the instructor and their sponsors/mentors. This will include all the details of their finalized product, along with a demo of the product.

CAPSTONE PRESENTATION DAY: 6/3

Public presentation and demo of Capstone project to a group of judges. Poster session. Project-of-the-year awards given out.