ME491 Final Report Document

The report body including figures is limited to 15 pages (1.5 line spaced – one sided, font 12). Using a serif font (preferably Times New Roman) for text. There is no limit on the number of attachments and drawings (as attachments). Evaluators may not read the appendices or check any web sites – do not put important information in the attachments. Submit team report to syi@pdx.edu by Nov. 30, 2018.

The following contents and format is expected for the PDS document:

- Title Page (Project title, Group members, Academic advisor, The words "Product Design Specifications Report")
- A short introduction (background information).
- A short explanation of what the document addresses (the contents for someone who does not know).
- Mission statement (A brief summary of what is to be designed, customer base, completion date, and main performance criteria and constraints). Be brief.
- Top-level project plan (major design milestones based on design methodology steps including design reviews and prototyping and evaluation). Attachments (when included) would have expanded project plans.
- Identification of customers (stakeholders).
- Customer feedbacks and interviews.
- PDS (criteria or category, customer need, priority, engineering metric, targets, basis for target selection, and verification methods if applicable)
- Conclusions: (summary of what the document addresses and some of the most important or challenging specification).
- Attachments