



Electrical and Computer Engineering ECE3623 Embedded Systems Laboratory



Dennis Silage, PhD
silage@temple.edu

Laboratory Procedures and Grading Policy

ECE3623 is an open-laboratory which means that you have access to the requisite hardware and software to complete your Laboratory task. This to *not* mean to imply that you do not have to attend the complete Laboratory sessions which are mandatory. The Laboratory session is used to make inquiries (which can be done in the lecture also), to demonstrate your previous Laboratory task and to begin working on the next task. You have possession of the hardware which must be returned in working order to the Instructor before the Final Exam.

The Laboratory procedures and grading policy are as follows:

1. Attendance at the complete Laboratory is *mandatory* and forms a portion of the grade. It is not possible to complete the task(s) and project(s) of a Laboratory without being in attendance.
2. Unexcused absence from the Laboratory results in an initial 15 point grade reduction. Any excuse for an absence is to be submitted to the Instructor and the Laboratory Assistant on the Laboratory day via email.
3. Additional access to the Laboratory after the initial meeting, including as a result of unexcused or excused absence, can be arranged with the Instructor but must occur no later than the following class meeting.
4. Demonstration of the assigned Laboratory task(s) and project(s) is required with *sign off* by the Instructor or the Laboratory Assistant on the assignment sheet.
5. Laboratory project reports are due at the date specified on the Laboratory assignment. Laboratory project reports should be uploaded to Canvas for time and date stamping and submitted in hard copy format to the Laboratory Assistant at the next Laboratory.
6. Late Laboratory project reports will incur a reduction of 5 points out of 100 in the grade per day,

7. Laboratory project report submission does not preclude the demonstration and *sign off*.
8. The grade for the project report Laboratory (total of 100 points) consists of the following:
 - The Laboratory project report is in the specified format (see below) 10 points
 - The specified task(s) and project(s) of the Laboratory are described in detail with additional references and discussion 20 points
 - The methodology of the solution for the specified task(s) and project(s) of the Laboratory is completely described with reference to the included *source code*. Obviously, the maximal amount of points is awarded for successful completion of the specified task(s) and project(s) but a partial award is possible for any near completion with a discussion of the attempt and observations. 60 points
 - The specified task(s) and project(s) of the Laboratory are demonstrated to the Laboratory Assistant or Instructor 10 points
9. A multiple week Laboratory assignment carries a weight of a multiple of 100 points for the total grade.
10. The size of the project report is not as important as the organization and presentation (see below).
11. Any evidence of a student submitting a Laboratory project report or demonstration that is found to be not the student's own legitimate work will result in disciplinary action.
12. The contents of the specified task(s) and project(s) of the Laboratory can be an integral part of quizzes and examinations in the EE3622 course lecture
13. All questions on Laboratory procedures and grading are to be made to the Course Instructor and not the Laboratory Assistant.

Project Report Format

Project reports are intended to document engineering analyses. In general, these reports have two audiences. One audience includes other engineers interested in how the analysis works and the other is management interested in the reasonableness of the analysis. A commonly used organization for design reports: *Summary, Introduction, Discussion, Conclusions, and Appendices*.

Summary

The Summary, sometimes called the *abstract* or *executive summary*, is a concise synopsis of the analysis, the motivation for having the analysis, and the results of the analysis. You should assume that the audience has some knowledge of the subject, but has not read the report. For that reason, the Summary should provide enough background so that it stands on its own

Introduction

The Introduction of a project report identifies the problem, the objectives of the project, the assumptions for the project, the alternatives analyses considered (if any), and the rationale for the selection of the analysis being reported. Also included is a description of the entire report.

Discussion

The Discussion presents the analysis itself, the theory behind the analysis, the problems encountered (or anticipated) in producing the analysis, how those problems were (or could be) overcome, and the results of any procedures used in the analysis. Note that this part usually consists of two, three, or four main headings for what would be a logical division for your particular design.

Conclusions

The Conclusions section summarizes the project, the work completed and assesses how well the project results meets the objectives presented in the Introduction. Note that if the project results do not meet the objectives, you should describe why the project did not succeed and what could be modified to make the project a success.

Appendices

In a report, Appendices often are included. One type of Appendix that appears in a project report presents information that is too detailed to be placed into the text of the text (for example, the complete source code). Another type of Appendix that often appears in project reports presents tangential information that does not directly concern the objectives of the project.

Format

The project report should be formatted using a standard *12 point font* such as Arial or Times New Roman, single spaced, with 1 inch margins top and bottom and 1.25 inch margins on the left and right side. Use non-indented paragraphs, a space between paragraphs and bold 12 point font section headings. The title of the report should be in non-bold 16 point font with your name in non-bold 12 point font and email address in non-bold 12 point italic font. The pages should be numbered (but not on the first page) in the upper right hand corner. A single staple in the upper left hand corner secures the report.

Spring 2018

