

MEMORANDUM

TO: Team A1

FROM: Team D1

DATE: February 4, 2018

SUBJECT: Peer Review of MECH 223/226 Rail Rider Report

We have reviewed the report you submitted for the MECH 223/226 Rail Rider project. The organization of the report is nicely done; each section builds off of the content of the section before. The technical depth is appropriate, providing clear justifications for the design process. The recommendations section of the report is very well done and gives appropriate suggestions to the client. All references made to the appendix are well incorporated into the structure of the document. We recommend the following improvements to your report:

Content: The report could be improved in terms of the content presented. For example, your team strategy was not developed; instead, you began the report discussing how you started concept generation. The content that was relevant to strategy was either underdeveloped, or could have benefited from the use of clear topic statements to direct the reader's focus. Additionally, in the conclusion, both recommendations and implications of your design process are not emphasized.

Style: Although not wordy, the style of writing was lengthy. You use long sentences throughout the report (such as the second paragraph on page 8), and your paragraphs are also very long (the abstract is one giant paragraph). Consider breaking up your sentences to make the points more direct. We suggest separating your longer paragraphs into smaller topics such as done in your Recommendations section.

is this not the same as wordy?

Voice: At many points in the report, your sentences are confusing for the reader because you place many clauses together (bottom of page 4). It makes it difficult for the reader to know (what you are referring to from your original idea). Additionally, although it doesn't detract from the reader's comprehension of your report, you often use modifying adjectives which could be eliminated ~~if word count is an issue~~.

i'm not entirely sure what you mean by this.

I think they could be eliminated whether or not word count is an issue - they should be eliminated for conciseness, not word count!

Visuals/Formatting: The formatting of your visuals is very nicely done. However, you don't use many visuals in the main text of the report. The supporting evidence for your claims is left in the appendices, which requires the reader to stop reading and turn the page. Consider adding some graphs, particularly in the evaluation and prototyping sections.

We hope that these suggestions will ^{help you improve?} (be helpful to you in improving) your report. Your report was very well-written, especially considering the time constraints on the project. The order of ideas presented reinforces the design process you followed. Specific suggestions on local issues can be found on the marked reports that are enclosed. If you have any questions or concerns, please contact us.

Good analysis and suggestions.
Your local revisions are also
~~very~~ very thorough.

4.5
/5