Restated Project Charter

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Florida State University, Panama City

EML 4552C – Senior Design 2

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# Mission Statement

Our mission is to demonstrate skills acquired through FSU-PC’s mechanical engineering program by constructing a boat that is capable of meeting the 2021 RoboBoat competition standards.

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# Team Roles

**Team Lead - Bryson Potts**

The team lead focuses on the overall production of the project and is knowledgeable in all areas of the project’s requirements.

* Main point of contact with advisor/sponsors
* Oversees the entire project to make sure that all areas are covered
* Ensures that everyone understands what they are doing

**Secretary - Tamara McCaskill**

The secretary maintains group organization.

* Records meeting minutes
* Reorganizes throughout the project as necessary

**Builders - Manning Owens, LJ Earnest, and Tamara McCaskill**

The builders focus on the physical design, fabrication and assembly of the project. These components include:

* Material Selection
* Hull Design
* Construction and Fabrication
* Propulsion Design
* Weight Distribution

**Programmers - Bryson Potts, Steven Harrington**

Programmers select electronic components and implement code for the project. They must discuss their strategies with the rest of the team before programming the function. Their primary duties are as follows:

* Write and test code for use.
* Ensure actuation of electronic parts.
* Design and maintain a project focused website.

Additional project related tasks will be assigned based on team member availability.

# Communication Policy

University emails, official communications, and outside resources, including but not limited to: Google Documents, Zoom, WhatsApp and Basecamp, will be used as methods of communication. Scheduling meetings and assigning work will occur through WhatsApp, any conflicts to completing assignments or attending meetings should be stated at least 24 hours in advance via WhatsApp. File sharing will occur through either Basecamp, Google Documents, or via preferred email address. It is the sole responsibility of each member to receive such communications and to respond as needed within 24 hours.

# Dress Code Policy

**Policy Statement:**

All Clothing must be in good taste and conducive to the function. Roboboat members will wear business attire for presentations/sponsor interactions and casual attire for team meetings.

**Business/Professional Attire:**

Members should choose business attire such as dresses, pants, shirts, blouses, dress shirts, ties, suits, and skirts. Open toe shoes and sandals are not allowed

**Casual Attire:**

Members should choose casual attires such as jeans,shorts and any other relaxed clothing for everyday wear. Open toe shoes and sandals are allowed.

# Attendance Policy

**Attendance policy overview.**

Participants in the RoboBoat group are expected to be present and on time for all scheduled project meetings and work. Being tardy or absent should be minimized as it causes disruptions and burdens colleagues.

**Attendance infractions.**

A point system will be used to track infractions and tracked via WhatsApp.

1. Notified absence sent via WhatsApp or Basecamp: 0 point.
2. Unnotified absence: 1 point.
3. Tardy (more than 30 minutes): ½ point.

**Overview of disciplinary action for attendance infractions.**

After a team member has accrued a certain amount of points from infractions the following disciplinary actions will occur.

3 points: Verbal warning.

4 points: Corrective counseling with an advisor.

5 points: Termination/Removal from the group.

**Attendance policy exceptions.**

Absence because of illness, jury duty, injuries, or other notified unforeseen circumstances are exempt from disciplinary action.

# Code of Conduct

The RoboBoat team will

1. Carry out their responsibilities in a timely manner, with notice of delays.
2. Practice honesty and integrity to the trust placed in completing work.
3. Be respectful to other members.
4. Openly share information and cooperate with peers in discussions and meetings
5. Be present for all meetings with prior notice of delays or absences.
6. Abide by the principles established in this code

# Project Description

Our boat will hold the capability of being able to be controlled by a wireless remote controller. We will be using a catamaran hull design that is made out of carbon fiber.

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# Key Goals

The key goals of this design project are:

* Construct a maneuverable, buoyant, stable boat for EE to implement components on
* Construct a LiDAR tilting mechanism
* Construct a hot-swap propulsor system

# Market

The market for this project includes the companies that attend the competition scouting for potential employees based on the technical skills demonstrated, and companies that focus on autonomous maritime development. Some of these companies include:

* Office of Naval Research
* SolidWorks
* NVIDIA
* Velodyne Lidar
* Siemens
* Mathworks

# Stakeholders

Stakeholders are the Individuals and Organizations who want the project to be successful. Some of these include:

* Project Advisor
* Dr. Damion Dunlap
* Florida State University Administration
* Florida State STEM Department
* SPEAR club
* Independent RoboBoat Club Donors
* RoboBoat Senior Design Team

# Assumptions

* Any monetary need is funded
* Any need for tools and manufacturing is available
* Manufacturing materials will be provided by Gulf Coast
* The Electrical Engineering Team will be handling all coding and power components
* A fully functional boat will be completed before Senior Design Day

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# Statement of Understanding

(i) I am aware that RoboBoat group’s policies are available to me in the POLICY folder on Basecamp. It is my responsibility to familiarize myself with these policies.

1. In addition, I confirm that I have received, read and understood the following policies:
   * + Mission Statement
     + Team Roles
     + Communication
     + Dress Code
     + Attendance Policy
2. I agree to conduct my activities in accordance with RoboBoat group’s policies and understand that breaching these standards may result in disciplinary action up to and including termination/removal from the group.

