**Project Notebook Template**

**The Project Notebook should be created shortly after the SOW is signed.**

**It must be a white, 3-ring D-ring binder with transparent sleeves on the front and side. The binder will be provided for you.**

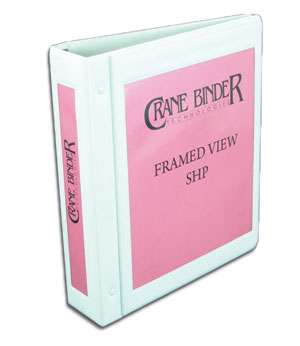
**It shall be maintained by the PM throughout the entire project.**

**The Project Notebook must be made available for public examination at both Senior Design Days.**

There are two components to this template:

1. Cover insert
2. Side insert

In this document the Cover insert is shown first, followed by the Side insert.



Side insert

Cover insert

**Use white paper.**

**Inserts must be printed in color, not B&W.**

**<Project Name>**

**Texas State University**

**Ingram School of Engineering**

**EE Senior Design: EE 4390/4391**

**Fall 2015**

**Project Manager: <Name>**

**Team Members: <Names, alphabetical by last name>**

**Sponsored By: <Company Name>**

If the Project Team has developed a logo for their project it is to be placed in this space. If not this box should be deleted and this space left empty.



Remove this box and put an approved Sponsor logo in this space but ONLY if the Sponsor approves doing so. If not, remove this box and center the TxState logo.

**<Project Name>**

EE 4390/4391 Fall 2015

<List team members alphabetically by last name>