

EE 4390-4391 Senior Design Day Guidelines

Senior Design Day is a meeting combining the students in EE 4390 and EE 4391 that is scheduled this semester for Dec. 9, 2013. For the first time, the EE presentations will be combined with presentations from the Manufacturing Engineering senior design course (MFGE 4363). Student teams in both EE 4390 and EE 4391 will present their work in two formats: (1) a brief (5-minute max.) PowerPoint presentation, and (2) a poster session. This combined presentation/poster structure is followed by many IEEE conferences, and allows for interactivity with external evaluators who are looking for potential employees.

Following are the requirements for each format. The schedule for these presentations will be made available separately.

PowerPoint Presentation Requirements:

- Timing and length:
 - 5 minutes (absolute maximum)
 - No time allowed for questions (these will be asked during poster sessions).
- Number of presenters per team: No more than two presenters (preferably one)
- Grading:
 - Your presentation “style” and “content” are part of your grade
 - All faculty and outside evaluators will evaluate each presentation
- Content:
 - State whether your project is first-semester (EE 4390) or second-semester (EE 4391)
 - Describe what your project does
 - Describe how it works (2 slides maximum)
 - State project’s current status and significant recent achievements
 - For EE 4390 teams, describe results of demo to sponsor
 - For EE 4391 teams, state whether project works and how well

Poster Session Presentation Requirements:

- Mechanics:
 - Each team will use one 36-inch by 48-inch tri-fold display board provided by the Ingram School of Engineering (see Sarah Rivas to obtain your team’s board).
 - Each team will be assigned a unique display number beginning with 1 (EE4390) or 2 (EE4391). This number must precede the title of your project in all material displayed in either the PowerPoint presentations or the Poster Session.

- Use the PosterSessionTitleTemplate.docx file (available on TRACS) to produce the title sheet for your display board. Make sure your display number and title match the ones given in the PowerPoint presentation.
- The preferred format for producing materials on the display board is landscape-format-printed 8.5" x 11" sheets. You are allowed to use up to 12 such sheets plus the title sheet, centered at the top. Place these sheets in the orientation shown in this figure:



- Use the display board sheets to present your project, observing PowerPoint style guidelines regarding minimum type size, etc.
- You are allowed (and encouraged) to display a small amount of actual hardware or functional demonstration of your project as long as it does not obstruct the view of your display board and fits inside the space allocated to the board.
- Evaluation:
 - ALL team members must be present at your display board during the poster session and available to answer questions from the evaluators.
 - At least two evaluators will be assigned to interview each team.

At the end of the Senior Design Day poster session, please remove your display board and all other project items from the premises promptly. Any boards left behind will receive a grade penalty.