Keeping a Logbook

- · Use this logbook to record everything you do on a project:
 - o Annotated sketches & doodles
 - Customer needs & requirements
 - o Class notes
 - Project objectives
 - Meeting notes
 - o Action Items
 - Half-baked Ideas
 - Maths calculations
 - o Block diagrams
 - System diagrams
 - Sketched circuit schematics
 - Stripboard layouts (the dots are printed at the right spacing)
 - Code snippets
 - o Design alternatives
 - o Research findings
 - Sources of ideas (including URLs of websites)
 - o Results of experiments
 - Evaluation of data/results
 - Design reviews
 - Decision criteria
 - Design process
 - o Rationale for decisions
 - o Project reflections
 - Physically cut-and-pasted photos, scans etc
- Write in the logbook as you go do not write things elsewhere with the intention of writing it up in the logbook later.
- No loose bits of paper they'll fall out and you'll lose them.
- · Record the date on each page. Start each day on a new page.
- · Use ink, not pencil. Do not erase. Delete an entry by neatly crossing it out.
- Do not remove pages.
- Do not leave pages blank, expecting to fill them later. If you realize you have left something out, just write it on the next/available page.
- Use the page numbers in the top corner as references. E.g. "the load on the motor was calculated using equation 5 on page 57"
- Do not paste too many bits of paper into your logbook it'll get unmanageably thick.
- Do not paste large sheets or multiple printed pages in your logbook. Save the
 information in a file, give it a sensible name and store it in a sensible location. Refer
 to the name and location in your logbook. E.g. "datasheet for this part is stored in
 /myDocuments/finalproject/datasheet/555.pdf"



Engineering Logbook

Name: .J.mCas.tro
Student No.: .M.0.05.5.4.11.2
Module: ,
Project Title: Plastic Cup- Handeling
Dates:

Quantity	Usual Symbol	Unit	Unit symbol		
Voltage	V	Volt	V		
Current		Amp	A		
Charge	Q	Coulomb	С		
Resistance	R	Ohm	Ω		
Capacitance	C	Farad	F		
Inductance	L	Henry	H		
Reactance	X	Ohm	Ω		
Impedance	Z	Ohm	Ω		
Power	P	Watt	W		
Energy	E	Joule	J		
Time	T T	Second	8		
frequency	- 1	hertz	Hz		

Milli (m)	m) Micro(µ) Nano (n)		Pico (p)			
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0.000 000 01	0.000 01	0.01	10			
0.000 000 1	0.000 1	0.1	100			
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0.000 1	0.1	100	100 000			
0.001	1	1000	1000 000			
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0.1	100	1.00 000	100 000 000			
1	1 000	1 000 000	1 000 000 000			

Prefix	Prefix Symbol	Value			
Pico	p	0.000 000 000 001			
Nano	n	0.000 000 001			
Micro	И	0.000 001			
MIII	m	0.001			
Centi	C	0.01			
Deci	d	0.1			
(none)	.e.	1			
Deca	D	10			
Hector	h	100			
Kilo	k	1 000			
Mega	M	1 000 000			
Glga	G	1 000 000 000			
Tera	T	1 000 000 000 000			

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