

Assignment L2

(Preparing Design Notebook)

All the work that your team does in lab during the semester is to be collected, organized, and presented in a team Design Notebook. As used by engineers in design throughout the profession, the Design Notebook organizes work so that it can be easily located and understood by other engineers.

The Assignment's Learning Objectives

The learning objectives for this assignment are for the team to:

1. demonstrate that it can organize technical work in an accepted, standard format, and
2. demonstrate it can do self and peer assessment of work using checklists.

The Assignment

The team will need to purchase a 2-inch three-ring binder and at least five tabbed dividers. Your Notebook should be organized according to the material found in Part II of Section J of the Blue Workbook. This assignment will be assessed using the Zeroth Assessment Checklist (see handouts). As the team prepares its Notebook the team should go over each item in this checklist and ask: "Have we done this?" You can see from the checklist that the important items concern the organization of the notebook.

The Assessment

Your team must first assess your Design Notebook before you come to class. During Lab your Notebook will be peer assessed by another team. This first assessment of your notebook uses the Zeroth Assessment Checklist, which is found in the handouts.

If this assignment is assessed as NI, NCE, or NS, you may improve the assignment and resubmit it following the directions given in the resubmission of work checklist (see handouts).

The Submission

Your team is expected to bring its Design Notebook to class with the Zeroth Assessment Checklist completed.