**EELE 489R ELECTRICAL ENGINEERING DESIGN II**
Spring 2020—Production Readiness Review: Part II

Please answer the following questions in detail. Each team should work together to produce one coherent report for your project. Please turn in your assignment to the D2L drop box no later than 11:00 PM on Friday 1/24.

**Basics**
1. State your name and project

2. When was your last meeting with your project advisor or sponsor? What did you discuss?

3. When was your last team meeting? (Note: if this is the same as #2, refer to the meeting before that) What did you discuss?


**Project planning**
4. Please give a detailed plan and schedule for your project, showing completion no later than the Prototype Rollout scheduled for the week of April 6 (approx. 2 pages). Note: your response should include both a narrative discussion of your plans and a graphical representation (e.g. timeline, Gantt chart, etc.) of your schedule.

5. Identify at least 3 "critical paths" in your project plan (e.g. high-risk elements, problems without clear solutions, project steps with unknown time to completion, etc.). For each, describe the problem in detail, and your plans to deal with these challenges (approx. 1-3 pages).

6. Describe your plans for testing your prototype. What are the key parameters that need to be evaluated, and by what criteria will you judge if your project is successful? What documentation will you need to provide to show that your design satisfies the requirements? How and when will this testing be conducted?

7. Have there been any changes to your project scope or requirements since the original problem definition? If so, please explain these changes in detail, and provide a justification for these changes. (Note: any such changes must be approved by the project sponsor/advisor and the course instructor!)

8. List at least 3 questions or concerns you have about the high-level direction, goals, or design approach in your project.