

Colorado School of Mines—EPICS 151

Guidelines for Subsystems Report FALL '16

Include in your Written Report

1. Introduction - develop 1-2 paragraphs in common for all subsystems
 - Background of problem based on Call for Proposals and additional research.
 - Explanation of your team's problem statement
2. Overall solution description – also 1-2 paragraphs in common for all subsystems
 - How it addresses the problem statement
 - Include a whole system figure, which calls out each subsystem.
3. Prototype Subsystem description
 - Describe your subsystem functionality and key components.
 - Physical properties, including dimensions, material type, specifications, weight, and construction.
 - Include sketches with dimensions instead of long physical descriptions.
 - Explain the interfaces with the other subsystems: describe each interface and how your design addresses each. Reference a figure or a table.
 - Validation that your subsystem will work. Include:
 - Test results, including summary of test protocols.
 - Research and analysis that demonstrates without doubt that it will function as you claim.
4. Summary
 - Given your research, stakeholder feedback and/or testing, what are your recommendations for design iterations and design implementation into the final, full-scale, production solution?
5. Bibliography
 - Minimum of 5 scholarly and authoritative sources with citations **in text** [IEEE format].
 - Some citations will reference the common team introduction; each subsystem has at least 3 more.
6. Graphics
 - Sketches and CAD drawings must be labeled, embedded, and referred to in the text.
 - This is a formal report. Used refined hand sketches or CAD.

Sample Report Paragraph Formatting

This is a justified format paragraph, no indentation, with single spacing. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Aenean commodo ligula eget dolor. Aenean massa., pretium quis, sem.



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Note how you advance to the next paragraph, with one space separation. Nulla consequat massa quis enim. Donec pede justo, fringilla vel, aliquet nec, vulputate eget, arcu. In enim justo, rhoncus ut, imperdiet a, venenatis vitae, justo. Nullam dictum felis eu pede mollis pretium. Integer tincidunt. Cras dapibus.

Other Formatting

- Use grey text for the common team writing described above, black text for individual portion
- Report can be stapled.
- Text: 11 or 12 point font, single spaced. Headings: 14 point type, bold
- Page numbers at bottom
- Figure names numbered in order of appearance: Figure 1, Figure 2, Figure 3, etc
- Figure captions *below* figure in 10 point font
- Table names numbered in order of appearance: Table 1, Table 2, Table 3, and so forth
- Table headings *above* table in 10 point font

