MEEN 4370 Capstone Projects
Mechanical Engineering, School of Engineering and Computing Sciences
Fall 2016

A. COURSE INFORMATION

Course number/section: ENTC 4350.001/4350.201
Class meeting schedule:
  Lecure: M 2:00-2:50 pm (CI 128)
  Lab: M 8:00-8:50 pm (EN116), W 3:00-4:50 pm (EN116),
       F 8:00-9:50 pm (EN116)
Course Website: bb9.tamucc.edu

B. INSTRUCTOR INFORMATION

Instructor: Byung Cheol (Bruce) Lee
Office location: EN 315
Office hours: MWTh 3:00-5:00 pm and by appointment
Telephone: 361-825-4134
e-mail: bruce.lee@tamucc.edu
Appointments: E-mail or call to make an appointment

C. COURSE DESCRIPTION

Catalog Course Description
This course allows students to employ the knowledge attained in other courses to implement
(including building, testing, and documenting) the project approved in ENTC 4415 - Project
Management, within budget and on schedule. Course requirements include a written report and oral
presentations. Normally taken in the student’s last semester.

Extended Course Description
This course is about the realization of an engineering design identified in ENTC 4415 through
developing experiments to test, improve, and validate a final working prototype. The students
work in teams and are expected to demonstrate individual contribution to the project, both
technical and non-technical.

D. PREREQUISITES AND COREQUISITES

Prerequisites
MEEN 4340 - Project Management

E. REQUIRED TEXTBOOK(S), READINGS AND SUPPLIES

Required Textbook(s)
1. C. Chatfield and T. Johnson, Microsoft® Office Project 2010 Step by Step, Microsoft,
   2010. (ISBN 0735626952)
Optional Textbook(s) or Other References


Supplies

To be determined individually for each team based on Bill of Materials

F. STUDENT LEARNING OUTCOMES AND ASSESSMENT

Assessment is a process used by instructors to help improve learning. Assessment is essential for effective learning because it provides feedback to both students and instructors. A critical step in this process is making clear the course’s student learning outcomes that describe what students are expected to learn to be successful in the course. The student learning outcomes for this course are listed below. By collecting data and sharing it with students on how well they are accomplishing these learning outcomes students can more efficiently and effectively focus their learning efforts. This information can also help instructors identify challenging areas for students and adjust their teaching approach to facilitate learning.

By the end of this course, students should be able to:

1. Keep real-time documentation of project’s progress and results (including research, testing, troubleshooting, analysis results, charts, diagrams, design sketches, etc.) in a notebook
2. Create and present capstone project status reports
3. Analyze/justify/demonstrate the project design, performance and needed improvements, using modern engineering tools, software, and theoretical formulas
4. Design, develop and create a prototype of proposed capstone project (through integration of knowledge, concepts, and skills in engineering)
5. Practice professional skills (team, time, budget management, leadership, conflict resolution, etc.), to complete the capstone project
6. Create and apply testing schemes to validate the product performance, and troubleshoot technical problems
7. Develop a patent application for the proposed product
8. Analyze the social and global impacts and ethical implications of the project
9. Revise engineering concepts in the context of FE exam
G. INSTRUCTIONAL METHODS AND ACTIVITIES

Methods and activities for instruction include the following: lectures, meetings, invited speakers, group discussions, webinars, team assignments, homework assignments, quizzes, reports, oral presentation, and a technical notebook.

H. MAJOR COURSE REQUIREMENTS AND GRADING

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>% of FINAL GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly Advisor Meeting (summaries and in-class updates)</td>
<td>20</td>
</tr>
<tr>
<td>Homework + Pop Quizzes</td>
<td>15</td>
</tr>
<tr>
<td>Capstone Project Proposal and Oral Presentation</td>
<td>10</td>
</tr>
<tr>
<td>Capstone Project Progress Report and Oral Presentation</td>
<td>20</td>
</tr>
<tr>
<td>Final Project Defense and Report</td>
<td>35</td>
</tr>
<tr>
<td>TOTAL</td>
<td>100</td>
</tr>
</tbody>
</table>
# I. COURSE CONTENT/SCHEDULE

## COURSE OUTLINE: Weekly Schedule*

<table>
<thead>
<tr>
<th>WEEK</th>
<th>Date</th>
<th>Reading</th>
<th>Lecture Topics*</th>
<th>Laboratory Topics and Assignments*</th>
<th>(*Subject to change)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>08/24-08/26</td>
<td>Appendix A, B (MS OP)</td>
<td>Review of syllabus; Review of safety and security procedures; Lab notebooks</td>
<td>Lab Safety; Workshop Tour</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>08/29-09/02</td>
<td>Review of Ch 12 (MS OP)</td>
<td>Student updates on projects - resource allocation - schedule - budget</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ch 1.2 (GWE)</td>
<td>Bill of Materials Identifying vendors for materials purchase Design presentation review</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>09/05-09/09</td>
<td>Review of Ch 13, 14 (MS OP) Ch 3,5 (GWE)</td>
<td>Guest Lecturer – PMI* Technical Writing; Social and economic impact of the project;</td>
<td>Capstone Project Proposal – Oral Presentation and Report (video recording)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>09/12-09/16</td>
<td>Ch 22 (MS OP) Ch 5,6,9 (GWE)</td>
<td>Engineering Ethics and Ethics Writing</td>
<td>Managing Risks, Issues and documentation</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>09/19-09/23</td>
<td>Ch 7, 8 (GWE)</td>
<td>Engineering Economics; Review of Engineering Concepts</td>
<td>Tracking work and updating capstone project plan</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Project Phase: Building</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>09/26-09/30</td>
<td>Ch 10 (GWE)</td>
<td>Review of Engineering Concepts</td>
<td>Project Phase: Building</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>10/03-10/07</td>
<td>Ch 11 (GWE)</td>
<td>Review of Engineering Concepts</td>
<td>Project Phase: Implementation</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>10/10-10/14</td>
<td>Ch 11 (GWE)</td>
<td>Review of Engineering Concepts</td>
<td>Project Phase: Implementation</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
J. COURSE POLICIES

Attendance/Tardiness
You are advised to attend all lectures and laboratories. If you miss a class period, you are responsible for whatever is covered or announced during your absence. There will be no make-ups for oral presentations or quizzes. The students are expected to display responsible conduct in the classroom and laboratory, including but not limited to adhering to the rules and regulations, and respecting the instructor and fellow classmates.

Late Work and Make-up Exams
No makeup examinations will be given except in the case of a documented extreme emergency, or University-accepted excuse. Makeup exams will be different from the regular exams and more challenging.

All assignments, both individual and team, must be uploaded by each student to Black Board online system as well as hard copies handed to the course professor in class by the due dates. Late assignments will only be accepted with penalty and with prior notification. There will be a 20 point deduction per late day from the total score of maximum 100 up to 5 days, after which a late assignment will not be accepted. Late assignments will not be accepted after the graded assignments are returned to class.

Extra Credit
Extra credit may be assigned at the discretion of the instructor.
Food in Class
Eating or drinking is strictly prohibited in the labs, and not permitted in the lecture rooms. Students with food or drink in visible sight will be asked to discard them, or leave the room. All signage regarding health and safety must be followed in the lecture rooms and laboratories.

Missed Exam
No makeup examinations will be given except in the case of a documented extreme emergency, or University-accepted excuse. Makeup exams will be different from the regular exams and more challenging.

Participation
Students are expected to participate in the in-class and online exercises, discussions, and team work.

Use of Electronic Devices
The use of cell phones, electronic devices, or computers for purposes other than those of the course objectives of the day is not permitted. Restricted activities include but are not limited to text messaging, twittering, talking on the phone, instagramming, browsing on the internet, and disrupting the classroom activities. Anyone displaying unsuitable classroom behavior will be asked to leave the classroom or the laboratory. Recording of part or all of the lecture or lab instruction and materials requires approval of the course instructor.

Safety
The safety of students, faculty, staff and visitors to the engineering laboratories is of paramount importance to the Mechanical Engineering and Engineering Technology programs. You must follow all safety procedures and use personal protective equipment as required in each laboratory and workshop. Any student who attempts to use equipment without authorization or violates any safety policy or regulation will be immediately removed from the laboratory.

K. COLLEGE AND UNIVERSITY POLICIES

- Academic Integrity (University)
  It is expected that university students will demonstrate a high level of maturity, self-direction, and ability to manage their own affairs. Students are viewed as individuals who possess the qualities of worth, dignity, and the capacity for self-direction in personal behavior.
  See Full University Policy at http://catalog.tamucc.edu/content.php?catoid=10&navoid=313#Academic_Integrity

- Classroom/Professional Behavior
  Please follow the student handbook and the course policies outlined above.
• **Deadline for Dropping a Course with a Grade of W (University)**
  The grade of W will be assigned to any student officially dropping a course. Please consult with the instructor before you decide to drop to be sure it is the best thing to do. Just stopping attendance and participation **WILL NOT** automatically result in your being dropped from the class. Should dropping the course be the best course of action, visit the Office of the University Registrar for the Course Drop Form that must submitted. No student is eligible to receive a W without completing the official drop process by this deadline. Please consult the Academic Calendar ([http://www.tamucc.edu/academics/calendar/](http://www.tamucc.edu/academics/calendar/)) for the last day to drop a course.

• **Grade Appeals (College of Science and Engineering)**
  As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules website at [http://www.tamucc.edu/provost/university_rules/index.html](http://www.tamucc.edu/provost/university_rules/index.html), and the College of Science and Engineering Grade Appeals webpage at [http://sci.tamucc.edu/students/GradeAppeal.html](http://sci.tamucc.edu/students/GradeAppeal.html). For assistance and/or guidance in the grade appeal process, students may contact the chair or director of the appropriate department or school, the Office of the College of Science and Engineering Dean, or the Office of the Provost.

• **Disability Services**
  The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please call (361) 825-5816 or visit Disability Services in Corpus Christi Hall 116.

  If you are a returning veteran and are experiencing cognitive and/or physical access issues in the classroom or on campus, please contact the Disability Services office for assistance at (361) 825-5816.

  [http://disabilityservices.tamucc.edu/](http://disabilityservices.tamucc.edu/)
Statement of Academic Continuity
In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi; this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of the closing of the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

L. OTHER INFORMATION
Students are expected to work in teams and contribute to teamwork equally. Engineering Technology students will be exposed to advanced topics related to project management, and will analyze case studies in the classroom.

GENERAL DISCLAIMER
The instructor reserves the right to modify the information, schedule, assignments, deadlines, and course policies in this syllabus if and when necessary. The instructor will announce such changes in a timely manner during regularly scheduled lecture periods.