

ECE Senior Design Program

Agenda for August 27, 2025

Senior design requirements

1. Senior Design numbers:

- ECE401/402 students will be working on 21 projects:
16 in ECE Home-Department, 3 in ME (Rocket and KECK) and 2 in BME (tumor modeling)
 - 5 projects are hoping to recruit ME team members this Thursday (3-5 pm)
 - 6 projects have VIP students on the team
- Supervised by ECE and ME faculty, Industry mentors and EIRs!

2. Career Fair Dates

9/23, 25	CSU All-Campus Career Fair
10/1	B111 Lab morning < 11:45 am
10/2, 3	Engineering Career Fair
30-Sep	Construction Mngmt Career Fair

3. E-mail

- CSU email will be used (sent this morning – have you received it?)
- The importance of a timely response

4. Project work ---> number of hours (applicable to students working on ECE projects)

hours / accomplishments / grades (ECE401 > 9, ECE402 > 10 hrs/wk lecture time should not be counted)

5. Weekly Lectures (applicable to students registered for ECE401/402, only)

- Requirement: may miss 1 (no penalty); 2 (5 point penalty); more than two- no credit!
- Email Hein in advance, if missing a lecture. Make up, approved by Hein, **within three days**
- Prepare
- Be on-time. 12:00 / 12:05 / 12:10 / 12:50 – 4:00 / additional class meetings
- Respect
- Don't just listen, try to get the message; Similar topics
- Ask questions
- Job opportunities

6. Required documents

Team documents should be saved on a shared drive for all members to be able to access. Some of the required documents are:

- ❖ Weekly Work Plan (WWP Table)
- ❖ Project Card
- ❖ Tasks and timeline
- ❖ Product requirements
- ❖ Product specifications
- ❖ Budget
- ❖ Shared team documents with revision control (GitHub)

Individual documents should be stored by each team member separately on their personal computer or drive:

- ❖ Individual notes – what should be in the Individual Notes “... if it's not there – you did not do it...”

7. Most important (general) dates

- 9/10 – team picture due on Canvas
- 9/10 – EIR Mentor request survey to be filled (team)
- 9/17 – websites up and running, approved by advisor or sponsor
- 9/24, midnight – Project Plan due
- 10/1 Project definition and specs review w/EIR Volunteers in B111 Lab
- Mid-September - EIR Mentor will be assigned
- Mid-semester (quick) peer review
- 1st Meeting with EIR Mentor
- 10/31 – DTVC (Design, Test, Validation and Classification) document due
- 2nd Meeting with EIR Mentor
- 12/10 - whole day in LSC – oral presentations (ppt slides)
- End of semester documents

8. Mid-semester self and peer evaluations:

Form to be filled-in, uploaded to Canvas and emailed to advisor; O. Notaros copied... (to be confirmed)

9. End of semester deliverables:

Oral presentation, written report (approved by the advisor before due date), Evaluation form (team, peer and self) and self-reflection

10. Required evaluations and team meetings:

- 10/1 Project definition and specs review w/EIR Volunteers in B111 Lab
- Preliminary Design Review (PDR) w/EIR mentor late-September
- Meeting with O. Notaros September (20-30 minutes)
- Mid-Project Review w/EIR Mentor before oral presentations
- Oral presentations

11. Budget

- o Pre-approval: \$200 per senior design student regardless of major, per academic year for projects that have ECE as home department (ME/ECE projects and projects with industry sponsor – different!)
- o If Teams needs more funding...
- o Purchasing and reimbursements

12. Grading

- o 60-70% project supervisor
- o Around 30% head of senior design
- o 10% peer evaluation

13. Be careful of the deadlines

14. Questions?

- B111 - ECE Student Projects Lab update
- EIR schedule and revised volunteer list should be posted on Canvas next week
- On-campus EIR will commence this semester.
- Contacting EIRs: EIR directory file and contact info on Canvas and www.csueir.com

All submitted documents must have the same formatting: font size 10 or 11, Times New Roman or similar, single spacing, 1" margins on all sides, justified (straight edges on both left and right sides).