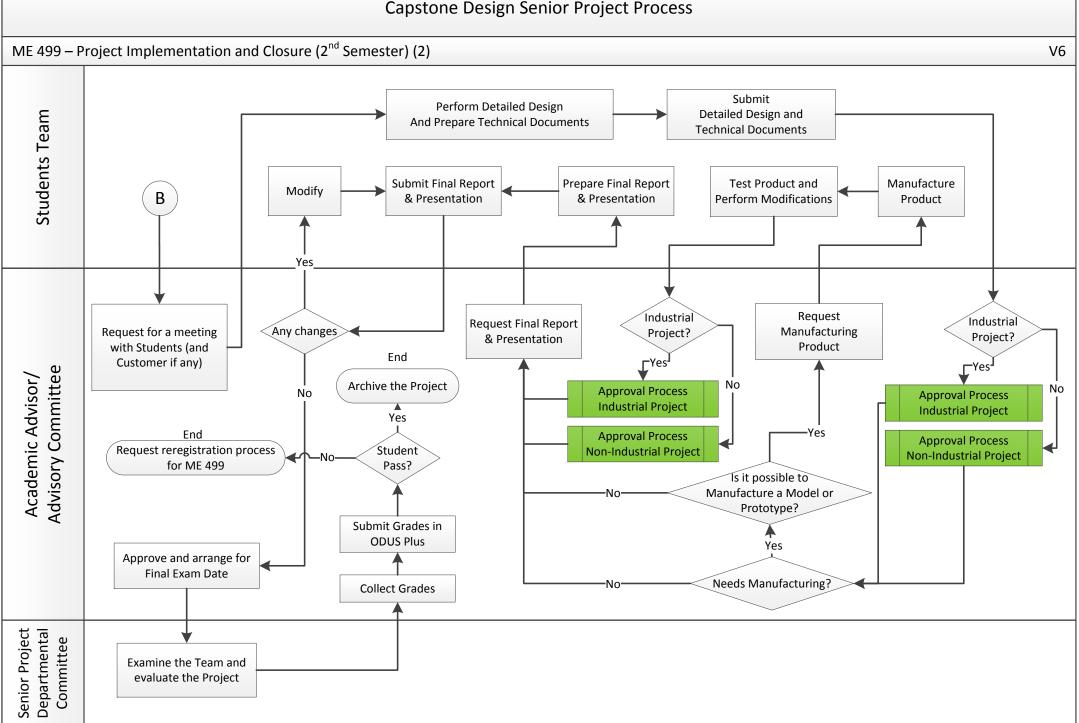
## **Capstone Design Senior Project Process** ME 499 – Project Initiation and Planning (1st Semester) (1) V6 Start Students Team Kick off meeting with Advisor Identify High Level Prepare Register (or Advisory Committee and Business Case (B.C.) Requirements (HLR) + Submit B.C. ME 499 Realistic Constraints (RC) Customer if any) Template (2) **Submit Interim** Prepare Interim Prepare Submit Project Modify Report & Report & **Project Charter** Charter Template (3) Presentation Presentation Yes Industrial Industrial Request Interim Request Project? Project? Any **Report & Presentation Project Charter** changes Advisory Committee Academic Advisor/ No **Approval Process Approval Process Industrial Project Industrial Project** No **Approval Process Approval Process** Non-Industrial Project Non-Industrial Project End Approve and arrange for Student Request reregistration process Submit Grades in **Collect Grades** Final Exam Date **ODUS Plus** for ME 499 Pass? Senior Project Departmental Committee Examine the Team and evaluate the Project

## **Capstone Design Senior Project Process**



## **Capstone Design Senior Project Process** Approval Process (Industrial Project) (3) ۷6 Students Team Prepare resubmit Document **Modify Document** Change Request (C.R.) for Approval Template (4) Start Review submitted Request Request Any changes? Any changes? Modifications document Modifications No. Academic Advisor No No Level of Changes is Changes are Request a preparation -Yes-Out-of-scope? Ammendable? of Change Request (C.R.) Submit final C.R. Approve Document To Customer No Apologize for the Customer and Submit to request to postpone changes to Customer End next project phase Inform Students Team and Archive Letter in Project Portfolio Yes Yes Send Approval Letter to Send Approval Letter to New changes Review Academic Advisor Any changes? Approve C.R.? -Yes-Customer Document Academic Advisor on C.R.? For the C.R. Approve Original

Document

