Assignment 5

Feature Presentation and Report

CpE 191 and EEE 193B

Engineers usually work in teams to solve engineering problems and design new products. You are fortunate to be a member of an exceptional team of engineers. Your team has been working on designing an amazing product/system. You have been selected by your team to write a brief report and present your team’s work at a professional meeting. This assignment puts you in a similar situation: you will write a brief report and present certain aspects of your project/system. The report and the presentation are meant to describe one or more features/components of your project. You will discuss and present features/components of the system that you have developed or contributed in developing.

**Required Elements: Written report**

Coordinate with your lab instructor on the selection of one of your design idea’s features. Then prepare a written report that summarizes the aspects of that feature including:

Topics include (suggested, not limited to):

1. Start with a brief description of your societal problem.
2. Discuss the entire system/project and its feature set.
3. Discuss your features/components and their relationship with the system as a whole.
4. Your options and the solutions you implemented
5. White box testing and testing results of your features/components.
6. Interdependence and integration with the other components of the project.
7. Include illustrations (required)
8. Be creative.

This individual report will be in the IEEE format with a cover page, abstract, keyword index, table of contents, table of figures, executive summary, introduction, main topics, conclusion, references and a glossary defining specialized terms or acronyms. The cover page will include the Report Title, Project Title, Team member name, abstract and keyword index. Cover page format is at the discretion of the team member but should be clear and attractive. Upload a PDF version of your report to the team’s Hive site in the “5 – Feature Presentations and Reports” folder.

The report length is variable.

Single line spacing. Two-Column format for the main body of the report.

Use a font size similar to Times New Roman 12 pitch.
**Required Elements: Oral Presentation**

Upload a PDF version of your presentation to the team’s Hive site in the “5 – Feature Presentations and Reports” folder.

For the presentation, remember the characteristics of a good presentation:

1. **Elevator Pitch**
2. **Introduction:** you need catch the audience attention. The purpose and the necessary background must be clearly conveyed.
3. **Organization/Preparedness:** you must be well-prepared. The presentation must be well-planned and effectively organized.
4. **Visual Aids:** use visual aids effectively. Your slides should be clear, easy to read, and well designed.
5. **Delivery:** speak clearly and at a good volume and pace, face the audience, make eye contact with the audience, use effective gestures, and be enthusiastic about your exceptional work.
6. **Content:** demonstrate excellent mastery of the content, no one knows it better than you do.
7. **Conclusion:** key points are reinforced, make the take-home message persistent and clear.

The following rule will be reinforced for the oral presentation:

- Should be about 5:30 to 6:30 minutes long.
- You will receive -10 points for each additional minute (>6:30) and -10 points for each minute less than 5:30.