1998-99 NCDA Design Concept Report

The design concept report is a written report reviewing the work of the first semester. The report is a Technical Report summarizing the rationale behind concept selection. It will serve as the front part of the final written report in the spring. The report will be supplemented with drawings, budget information, and schedules. It will be submitted via SERF by 5:00 on Wednesday, Nov. 25.

The format for this report is:

Section
Title Page
Executive Summary (summarizes the key contents of the report. It's as if you used a yellow highlighter to mark the key sentences in the report and then copied them all onto a separate page and edited them for readability.)

Introduction (In an engineering report, the introduction prepares the reader to read the main body of the report.)

Background/ Customers/ Wants/ Constraints
Concept Generation
System Benchmarking
Metrics/ Functional Benchmarking/ Target Values
Concept Generation/ Derivation from Critical Functions
Concept Selection
Concept Selection & Evaluation against Metrics
Working Model
Drawing Package with Bill of Materials
Suggested Appendices:

Budget
Schedule
Materials
Sketches/ Drawings
Calculations