Graduate Projects Meeting
April 19, 2019

Agenda

- Project Proposal
- Available Project
- Course Requirements and Procedures
- Oral Exam
- Adding the course
- Q & A
What constitutes a graduate project?
Four components:
a. Related to mechanical engineering
b. Involves higher level math and physics
c. Verification
d. Produces a comprehensive final report that will satisfy the Culminating Experience
Project Requirements

1. It should be related to Mechanical Engineering
   - The project must focus on any one or more areas of mechanical engineering
   - It could be either a research oriented (ME 299) or application oriented
Project Requirements

2. Uses graduate level math and physics

- Involves advanced strength and stress analysis or
- FEA or
- Manual calculation with higher math and discipline related differential equations or
- Other higher math and physics applications
3. Produces a comprehensive final report to satisfy the Culminating experience

- Generate a professional engineering report or
- Thesis (as required by the GAPE)
- Use the guidelines provided by your project committee chair
Proposal Requirements

1. Have an approved Candidacy Form

Form is available at the GAPE web site
Or through ME web site
Have the Proposal Ready

2. Need an approved proposal that has been signed by:

1. *All your committee members*
2. *The Graduate Advisor*
3. *The department Chair*
Proposal Requirements

3. The proposal package must contain: (a) the proposal, (b) Approved Committee Evaluation form, (c) Proposal Title sheet

Proposal Title sheet
## Committee Evaluation Form

### MSME Project/Thesis Proposal Evaluation
San Jose State University - Department of Mechanical Engineering

<table>
<thead>
<tr>
<th>Title:</th>
<th>Project</th>
<th>Thesis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student ID</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Evaluation

<table>
<thead>
<tr>
<th>Committee Chair</th>
<th>Committee Member 1</th>
<th>Committee Member 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Criterion

- The title used effective wording to communicate the purpose and scope of the study accurately.
- The significance and impact of the endeavor were presented convincingly, and it was evident that the work benefits society or advances state-of-the-art in the field of study.
- A sufficient literature review was conducted, and it revealed an understanding of relevance to the topic of study. A need that indicates for proposed project was identified.
- A clear engineering objective statement was stated, and it had appropriate technical rigor for graduate level study. Design or performance specifications (if applicable) were explicitly defined.
- A detailed description of the methodology and a realistic implementation plan were described, including required resources, contingency plans, and timeline.
- Target deliverables were stated explicitly, in a way that can be objectively measured.
- Writing, style, grammar, and spelling were used appropriately for graduate level technical setting.
- The proposal complied with all formal requirements as stated in the ME 200/200 proposal guidelines.
- Overall, the proposal established high confidence that the endeavor will be completed successfully.

<table>
<thead>
<tr>
<th>Committee Chair</th>
<th>Committee Member 1</th>
<th>Committee Member 2</th>
</tr>
</thead>
</table>
Post-Proposal Requirements

Meet regularly with the committee Chair and the committee members and have them sign the meeting-record form, shown on the next page.
# Post-Proposal Requirements

Adviser meeting-record form

## Mechanical Engineering Department
Graduate Student Thesis/Project Committee Chair and Members Consultation Records

Graduate students enrolled in Project/Thesis courses are expected to meet with their study committee chairs a minimum of four (4) periods during each semester, preferably, on a monthly basis and at least one meeting with each committee member. Please be sure to take this sheet to your meetings with your study Committee Chair and Members and request acknowledgement.

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time:</th>
<th>Committee Chair Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time:</th>
<th>Committee Member Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Date written draft report received by the Committee Chair: ________ Date: ________

Students are expected to give this sheet to the Committee Chair on their presentation day.

Student Name: ___________________________
Post-Proposal Requirements

Give an Oral Presentation:
Tuesday Dec 10, 2019, as
Scheduled by the ME office

OR

As arranged by yourself
Post-Proposal Requirements

Near the End of the Semester

Submit a final report to your committee members
Deliverables

1. Midterm Report: Check with your committee chair

2. Oral Presentation: Dec 10, 2019

3. Final Report (draft): Before you make the Oral presentation

4. Final Report: For due date, check with your Committee Chair
Oral Presentation

The date of the Oral Presentation:
Tuesday, Dec 10, 2019
(conference day, no classes)
How to Arrange for the Oral Presentation?

- Coordinate through the ME office. Do not schedule the Oral presentation yourself, unless you have to.

- Contact Ms. Lydie Jones in the ME office to schedule your oral presentation. She will work with your committee members and schedule the presentation for you.
How to Add ME 295 A or ME 299

- You must have an **approved** proposal to get an add code and sign up for ME 295 A/First Term ME 299

- No Pre-registration allowed
4/29/19 – 5/ 13/19

- Search for a possible project.
- Contact the ME professors and select a project committee chair
- Draft the project proposal

*NOTE: Do not wait for the Fall semester to prepare the proposal; you can miss the deadline for adding the course.*
Important dates

On or Before First day of Fall 2019 Classes, August 21, 2019:

a. Have the advisory committee in place

b. Have a draft of the project proposal

c. Have the proposal reviewed and approved by the advisory committee

d. Submit the approved proposal to the department office

On or before the course Add deadline: 9/10/19
Important dates – Next Semester

9/10/19: Last day to add the ME 295A/ME 299-I courses

If your proposal is approved, obtain the add code from the ME office, if not, wait for the next semester to start your project.

NOTE: For ME 295B and ME 299-II you can obtain the add code from your committee chair if you have passed the first term project course.
Information on Project Proposal

All about Project and Thesis

- [http://www.sjsu.edu/me/msme/current_students/project_theses/](http://www.sjsu.edu/me/msme/current_students/project_theses/)

How to Prepare a proposal

- [http://www.sjsu.edu/me/msme/current_students/project_proposal/](http://www.sjsu.edu/me/msme/current_students/project_proposal/)
What Projects are Currently Available?

Available Projects
Q & A