**Mechanical Engineering Department**

**Courses:**
- ME 295A Mechanical Engineering Project I
- ME 295B Mechanical Engineering Project II
- ME 299 ME Master’s Thesis

**Semester:** Spring 2014

**Prerequisites:** Admission to Candidacy for Master’s Degree and written proposal approved by instructor and Graduate Coordinator.

**Reference:** Mechanical Engineering Department, Graduate Stent’s Thesis/Project Guide Book by Fred Barez 2013-2014.

**Class Code #:**
- ME 295A 23242
- ME 295B 22927
- ME 299 20695

**Class Hours:** F 17:00-19:15, Room E 339

**Instructor:** Dr. Fred Barez, E310H, 408-924-4298, fred.barez@sjsu.edu

**Office Hours:** Thursdays 18:00-19:00

**Course Description:** Advanced individual work in Mechanical Engineering including but not limited to research, design, development, and simulation studies.

**Grading:** CR or NC only. CR will be issued subject to completion of all course requirements including an approved proposal, documented records of visits with Study Committee Chair and Members, timely submission of written draft and final semester reports, and oral presentations.

**Expectations:** All ME 295A/ME 299 (first semester) students are expected to have their project/thesis proposals approved by their Committee Chair, Graduate Program Coordinator and Department Chair by the end of the previous semester in order to receive a class permission code. No exceptions.

All the students are expected to:
- make an end of the semester presentation.
- provide an end of the semester report.

Course grades will be issued when the following items are received by the course coordinator prior to the ‘grades due date’:
- a copy of ‘report’ approved by the Committee Chair,
- approved committee’s ‘oral presentation grade form’ turned in by the Committee Chair to the course instructor.

All students are expected to work with their committee members in order to stay on track using the ‘consultation’ form. All students are expected to work with their committee members to schedule a presentation time, preferably on
May 14, 2014 (Conference Day or also called Dead Day, the day after the last day of the instructions. Have your committee members to reserve 5/14/2014 for end of the semester Presentations.

All students are expected to:
- turn in a ‘draft report’ for initial evaluation to their committee members two weeks before the last day of instructions, 4/29/2014
- the approved final report by the last day of finals, 5/21/2014.
- All students are expected to contact the ME Department Admin. Lilly, Wilderman to confirm their requested presentation time by 5/5/2014.

Important Dates:
- Last Day to Drop, Tuesday 02/04/2014
- Last Day to Add, Tuesday 02/11/2014
- Report ‘Rough Draft’ due to Committee Members, Tuesday 04/29/2014
- Contact Lilly to confirm Presentations Schedule, Monday 05/05/2014
- End of the Semester Presentation Day, Monday 05/14/2014
- Final Approved Report Due to Course Coordinator, Tuesday 05/21/2014

All ME 295B are expected to complete their study during this period including submission of the approved by all committee members to the Course Coordinator, Dr. Fred Barez, per the dates outlined under ‘Important Dates’ above. However, the ‘Approved Final Report’ requires the approval signature of all committee members.

If you received a ‘Report in Progress (RP)’ grade in the previous semester and this is the last course you needed to complete in order to graduate, then you need to sign up for ME 290R (code # 26699) in order for you to make progress to have the RP grade changed to a CR grade.

NOTE TO ME 299 Second Semester Students: Your last day to submit the ‘final’ approved thesis by the committee to the Graduate Studies and Research (GS&R) to review is April 4, 2014 if you plan to graduate in May 2014. Do NOT wait until this date, submit sooner as the this office may take longer to review your thesis. Therefore, your ‘rough daft’ of the thesis is due to the Committee Members is no later than Friday March 21, 2014.

Required Paperwork for the Completion of Thesis/Project Course:
- Oral Presentation and Grade Form to be submitted to Fred Barez by the Committee Chair by 5/21/2014.
- An approved copy of the Final Thesis or Project Report received by Fred Barez by 5/21/2014.

Required Paperwork for Graduation (if ME 295B or ME 299, second semester, is your last course towards your completing your MSME degree):
- Culminating Experience Form will be issued by Dr. Raghu Agarwal following the receipt of a ‘bound’ copy of the Final Report.
ME 295A/ME 295B/ME 299 Course Goals

In ME 295/299 the students will learn how to:

1. Conduct engineering research
2. Apply mathematics appropriate for graduate level engineering research
   Apply scientific principles and practices appropriate for graduate level engineering research
3. Apply engineering fundamentals appropriate for graduate level engineering research
4. Apply modern design, analysis, and experimental tools to the chosen research problem
   Communicate the results of engineering research effectively in written form (final report) and in oral presentations

Student Learning Objectives

At the end of the course, the student who has mastered the course material will be able to:

1. Conduct a literature review on a topic of engineering research using a full range of information sources
2. Summarize findings and draw valid conclusions from engineering research
3. Present the results of research work in front of peers following accepted presentation methods
4. Document the results of research work in a detailed engineering report following accepted format and style guidelines

University Policies and Academic Calendar

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester’s Catalog Policies section at http://info.sjsu.edu/static/catalog/policies.html. Add/drop deadlines can be found on the current academic calendar web page located at http://www.sjsu.edu/academic_programs/calendars/academic_calendar/.
The Late Drop Policy is available at http://www.sjsu.edu/aars/policies/latedrops/policy/. Students should be aware of the current deadlines and penalties for dropping classes.

University Policies

Campus Policy in Compliance with the American Disabilities Act
If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the Disability Resource Center (DRC) at http://www.drc.sjsu.edu/ to establish a record of their disability.

Academic Integrity

Students in this course are expected to maintain high ethical standards in all matters pertaining to the course, including, but not limited to, course assignments, presentations, writing, laboratory work, treatment of class members, and behavior in class. Cheating and plagiarism are violations of the SJSU Policy on Academic Integrity (S04-12) and will not be tolerated in the class.
Students are expected to have read the Policy, which is available at:
Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The Student Conduct and Ethical Development website is available at http://www.sa.sjsu.edu/judicial_affairs/index.html.

Plagiarism is defined as:

1. the use of another person’s original (not common-knowledge) work
   without acknowledging its source.

Thus plagiarism includes, but is not limited to:

- Copying in whole or in part, a picture, diagram, graph, figure, etc. and using it in your work without citing its source
- Using exact words or unique phrases from somewhere without acknowledgement
- Putting your name on a report, homework, or other assignment that was done by someone else
- In this class, particularly in writing your project report/thesis, you must be especially vigilant to avoid plagiarizing the work of others. You must properly and completely cite any and all information that you include in your report/thesis that is not common knowledge or does not originate from you. Many students are unaware that copying an image or a block of text from the Internet or other electronic resources, for example, and inserting it into their work without citation constitutes plagiarism.

Students are expected to familiarize themselves with how to avoid plagiarism. Several helpful resources can be found at:

http://www.stanford.edu/dept/vpsa/judicialaffairs/students/plagiarism.sources.htm

1

2