

MICHIGAN STATE

U N I V E R S I T Y

12/01:

What's ahead?

The Capstone Experience

Dr. Wayne Dyksen
James Mariani
Luke Sperling

Department of Computer Science and Engineering
Michigan State University

Fall 2021



*From Students...
...to Professionals*

What's ahead?

[1 of 6]

- All-Hands Meetings

- ~~11/01: M Design Day and the Project Videos~~
- ~~11/03: W Team Status Report Presentations~~
- ~~11/08: M Intellectual Property~~
- ~~11/10: W Ethics and Professionalism~~
- ~~11/15: M Team Beta Presentations~~
- ~~11/17: W Team Beta Presentations~~
- ~~11/22: M Team Status Reports: What's left to do?~~
- ~~11/24: W Team Status Report Presentations~~
- ~~11/24: W Design Day Booklet Request Google Form Due by Midnight~~
- ~~11/28: S Project Videos Status Reports Due by Midnight~~
- ~~11/29: M Team Status Report: Project Videos~~
- 12/01: W What's ahead?
- 12/05: S Project Videos Due by Midnight
- 12/06: M Project Videos
- 12/08: W Project Videos and All Deliverables
- 12/09: Th Team Evaluation Forms
- ~~12/09: Th Design Day Setup~~
- ~~12/10: F In Person Design Day (7:00 a.m. – 12:00 p.m.)~~ ← **Cancelled**
- 12/17: F On-Line Design Day Awards Ceremony (7:45 a.m. – 9:45 a.m.) ← **NOT Cancelled**

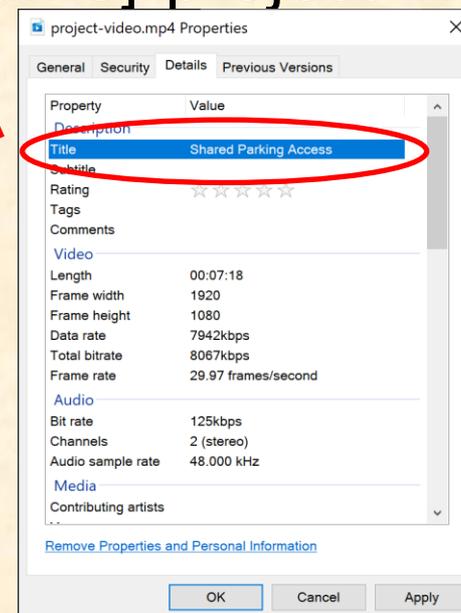


What's ahead?

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- Project Videos

- ~~Project Videos Status Reports Due by Midnight, 11/28~~
- Submit by midnight, Sunday, December 5.
- Name file as team-[team-name]-project-video.mp4.
- Set the title metadata.
- Upload to both...
 - ...our General file space and
 - ... your team file space.



What's ahead?

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- All Deliverables
 - Submit by midnight, Wednesday, December 8.
 - Create all-deliverables folder.
 - team-[team-name]-all-deliverables
 - team-auto-owners-all-deliverables
 - Organize by subfolders.
 - Documents and Presentations
 - ❖ Project Plan
 - ❖ PowerPoint Slide Decks
 - ❖ Project Video (mp4 Only)
 - Source Code
 - ❖ Checked Out of Repository
 - ❖ Organized (Possibly Into Subfolders)
 - Submit to...
 - ...Your Client/Sponsor
 - ...Us
 - ❖ Upload zip file to team's private Google Drive folder.
 - ❖ Read and follow James' email carefully.



What's ahead?

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- Team Evaluation Form (TEF)
 - Rate Each Team Member
 - 5% of Final Grade
 - Custom TEF Generated for Each Team Member
 - Link Posted on Downloads Page at Bottom
 - Must Use Office 365 Version of Word on Windows
(If your TEF is not processable, you will receive a 0.)
 - Due by Midnight, Thursday, December 9
 - Watch for “submitted” and “not submitted” email.



What's ahead?

[5 of 6]

- Returning Equipment
 - If local, return to James or Luke.
 - If and only if remote, UPS to Dr. D.
 - Dr. Wayne Dyksen
Michigan State University
428 S. Shaw Lane, Room 3115
East Lansing, MI 48824
 - Email Receipt to Dr. D.
 - We will ship to Bosch and Lockheed Martin Space.



What's ahead?

[6 of 6]

- Attendance at Final Three Meetings
 - 12/06, 12/08:
 - Watch Project Videos
 - Split-Hands
 - 12/17:
 - Online Awards Ceremony (7:45 a.m. – 9:45 a.m.)
 - All-Hands
 - Syllabus, Section 13
 - “Attendance by everyone for viewing all project videos is required. No trips should be scheduled that conflict with these meetings. Job interviews are not accepted as an excuse for missing any of the final project video viewings.”
 - “If a student is absent for any of these final meetings, they may lose up to 5 Attendance points and may lose Team Contribution points, which may have a significant effect on their final grade.”

