<table>
<thead>
<tr>
<th>Week</th>
<th>Monday</th>
<th>Wednesday</th>
<th>Weekly Tasks/Milestones</th>
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</table>
-Initial team and sections selections  
-Design Notebooks Guidelines  
-Project Shopping  
-Assignment of Risk  
-Design Lab Access [All on-line for ME 481]  
-Freeze teams and Schedule Weekly Meeting Times  
-Background information and Literature Search |
| **2** | Design Process Overview [MN] | Project Management [TS]  
(WBS; GANTT charts; reviews - SRR, PDR, CDR, TRR, risk) | -Objective Statements/Functional Requirements  
-Request for Proposal (RFP), sample posted  
-Report outline  
-Design Process Examples (Lab Sections) |
| **3** | NO CLASS - Labor Day | Project Management – cont [TS]  
(WBS; GANTT charts; reviews - SRR, PDR, CDR, TRR, risk) | -Objective Statements/Functional Requirements  
-Request for Proposal (RFP), sample posted  
-Report outline  
-Design Process Examples (Lab Sections) |
| **4** | Requirements Definition and Management [TS] | Ethics - The basics and ASME code [MN]  
Ethics - Evaluation Theories [MN] | -Literature Search  
-Brainstorming  
-Order-of-magnitude analysis  
-Project Proposal Guidelines (Lab Sections) |
| **5** | Engineering Communication (Writing primarily, but a bit on Oral as well) [MN] | CAREER DAY – No Lecture | -Strategies  
-Group Check  
-Report outline  
-Report draft |
| **6** | Literature Survey, library resources, finding reports and patents, search strategies, engineering database - 30 min [TS] | Systems Engineering - [TS] | -Literature Search  
-Concepts  
-Project Proposal Report Reviews (Lab Sections) |
-Modules  
-Project Proposal Report Due (Lab Sections) |
| **8** | Solid Works Finite Element Analysis (FEA) Lecture [ZT] and Workshop Assignments [ZT, TS, & MN] | Concepting [MN] | -Solid Modeling Workshop (Solid Works)  
-MCM  
-Proof of Concept |
| **9** | Modeling [MN] | - Finite Element Analysis (FEA) & FEA Boundary Conditions [MN] | -Solid Modeling Workshop Checkoffs  
-FEA Workshop (Solid Works)  
-Modeling & Analysis  
-Website/Wiki and Design Notebook Checks |
| **10** | Failure Analyses [MN]  
Material Selection [MN] | Patents and Intellectual Property (IP) Rafael Gacel-Sinclair, Patent Attorney (or from UH-OTT) | -Bench level/Prototype testing  
-Group Check  
Preliminary Design Reviews (During Lab Sections) |
| **11** | Team Dynamics [MN] | Selling your Idea/Sales Pitch [TS]  
Peter Rowan, Director of PACE  
Ann Park, UH OTT | -FEA Workshop Checkoffs  
-Preliminary Design Report (PDR) |
| **12** | Failure Mode & Effect Analysis (FMEA) [TS] | Review on FEA BCs & Analyses [MN] | -Detailed Analyses and Material Selections Preliminary Design Report Due |
| **13** | Sales Pitch | Sales Pitch | -Sales pitch and Website/Wiki  
-Website/Wiki and Design Notebook Checks  
-Detailed Analyses and Final Materials Selections Safety Training (Moore) - 30 min (Mandatory) |
| **14** | SAE Industrial Lecture - "Optimizing FSAE Designs using the best practices in CAD, FEA, and CFD" (Tentative) | SAE Industrial Lecture - "Good Grades do Count, but That's Not All" (Tentative) | -Begin Final Report Draft  
-Panic — Then finish loose ends! |
-Design Freeze  
Comprehensive/Critical Design Reviews (During Lab Sections) |
| **16** | -Design Notebooks  
-Final Website Check  
-Comprehensive/Critical Design Report Due | -Website/Wiki and Design Notebook Checks  
-Comprehensive Design Report (CDR) |
| **17** | -Peer Evaluations Due | - | - |