

## Capstone (Engn 379) Project Turn in Checklist: Materials to Submit

In order that you, future capstone groups may perhaps one day pick up where you left off on your design, please submit the following materials below. **All capstone project final submissions will be done electronically following the directions below.** Please return any remaining physical items/materials in a plastic tub or cardboard box (if applicable). They will likely be used for future project.

### WHAT TO SUBMIT

1. Single photograph that summarizes your design project (used for future advertising)
2. Final written report
3. Visuals (powerpoint slides, videos, etc) used during final oral presentation
4. Final software files for your final design (Inventor; AnyLogic; Arduino code etc.). Place this in its own subfolder.
5. Team member evaluations
  - Joint team statement
  - Confidential, individual evaluations
6. Course evaluations
  - Engn/Phys Dept common course eval
  - ENGN 379 course-specific

### HOW TO SUBMIT

1. Create and share a subfolder on box.wlu.edu that is readily identifiable.
  - a. Make your folder inside of this directory:  
Box\Capstone\_Turnin\_w2020\Final\_Reports\_Submit
  - b. Name your folder something obvious (e.g. project name)
2. Place in the box.wlu.edu folder all content 1-4 listed above and share folder link with the instructor (via email, please)
3. Submit Team member evaluations directly to the instructor via email.
4. All course evaluations are done electronically via survey monkey.

Any questions/comments, please contact JE via email, phone, Zoom!