**Capstone Design Project Submission Form**

<http://www.mecapstone.gatech.edu>

Please complete sections A – C and the acknowledgement under section D and return the completed form to Dr. Amit S. Jariwala ([amit.jariwala@gatech.edu](mailto:amit.jariwala@gatech.edu)) before 3rd January, 2020 for project in Spring 2020 semester.

1. **Company Information**

* Company name:
* Company Mailing address:

|  |  |  |  |
| --- | --- | --- | --- |
| **Contact Info** | **Name, Designation** | **Email** | **Phone** |
| Technical Liaison |  |  |  |
| Director/Manager |  |  |  |

1. **Project IP Requirements: Please review the IP policy here:** <http://mecapstone.gatech.edu/sponsors/intellectual-property/>. Also, do not share any proprietary information on this form.

* *NDA required:* Yes or No
* *Interested in IP assignment from students to the company:* Yes or No

1. **Project Description (please add relevant images, photos, etc.)**

* Project Title:
* Background/Problem/Need:
* Concept: *The purpose of this project is to design and validate*…
* Design Constraints (if known):
* Desired student skills (if known):
* Anticipated future of the project beyond Capstone Design:
* Do you plan to send any materials or equipment to Georgia Tech in support of this project? : *If yes, then please elaborate.*

1. **Sponsorship Expectations**

***Expectations for Technical Liaison****:* The technical mentor or his/her designate is expected to interact with the student team on a weekly basis, barring travel obligations or other special circumstances. This commitment is around 30-60 minutes per week. Interactions with the team could be via conference call, in person meetings, email or text message. Although, one of the key outcomes for the students is learning how to interact professionally and solve their own problems, sponsors are encouraged to contact Dr. Jariwala if there are any questions or issues that arise during the project.

***Expectations for Project Director/Manager:***The Project director/manager is expected to ensure that the Technical Liaison is available and internally approved to support the project. A donation of $10,000 to the Georgia Tech Foundation is requested from project sponsors to support the Capstone Design course. The project director/manager is expected to ensure that the funds are available if student team(s) selects the project.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Project Director/Manager Name) acknowledge the sponsorship expectations.

1. **Tentative Course Timeline**

* 6th January – First day of class and project pitch session. Please plan to visit campus on this day between 1-3pm to pitch the project.
* 13th January – Projects assigned to teams and an email introduction will be setup between the sponsor, team and their faculty mentor. Please try to schedule the first visit or teleconference with the team during this week if possible.
* Week of 3rd February: First Report due (Design Requirements)
* Week of 9th March: Second Report due (Conceptual Designs and preliminary evaluation)
* 21st April – Capstone Design Expo
* 30th April: Final Design Report Due