TEAM DESIGN PROJECTS 2016
BRIEFING FOR ALL TEAMS

Adrian Taylor
When?
Michaelmas term, weeks 1 & 2 of your third year.
100 hours for MS students, 75 hours for MEM. (Mgt /Ecs lectures are scheduled in weeks 1 & 2 but not tutorials.) Reports submitted by noon on Tuesday of Week 3.

What?
Design and market analysis
May include limited experimental work.
May involve making a demonstrator model.
May involve contacts with other organizations.
Open ended - be selective!
Team work

Builds on experience from practical class teamwork & business plans
See also Wellington & Foster available in the Library

Managing distribution of tasks, planning and decision making.

Organising time – it is limited!

Reporting to other team members including verbal presentations using viewgraphs. You can book rooms in college or the Department.

Giving/receiving constructive criticism
Objective

**A Report:** A detailed design proposal which could be used by a manufacturer/company as the basis for a marketable product, or by an engineer as the basis for a new process. Including design notes, background science and **proper references**. Appendices acceptable, but use with care. Do please note the examiners’ guidance etc given in the briefing document!

**Feasibility and evaluation:** Report must enable evaluation of the industrial and economic feasibility of your design. Can it be produced, is it fit for purpose, is there evidence of a market demand, and, in brief, might the market bear a price that allows you to make a profit (or break even, if a charitable enterprise)
Report & Presentation

Final report for team with individual contributions indicated
1000 – 3000 (absolute max) words per person
Written to enable initial evaluation within 30mins

Executive Summary is required
Identification of ‘Prior Art’ and statement of how your design has advanced on this prior art is required

Report must be submitted to Philippa Moss’ Assistant in the Hume Rothery building by 12 noon on Tuesday of Week 3 of Michaelmas Term
Presentation involving all team members on Friday of week 3. 30 minutes in total, including a full 10 min for questions and interruptions
Design & Manufacturing of Materials lecture notes
(http://www.materials.ox.ac.uk/teaching/uglectures.html)

Supervision

For guidance and technical advice.
Will provide the design brief.
Meet regularly!

Telephone, post and incidental expenses

Telephone at set times in the teaching laboratory
Letters may be sent through the main reception.
Small amounts of money are available for local travel, consumables, etc., by arrangement with your supervisor.
Log book
Keep all info in a bound log book
It will be submitted to the examiners

Examining
50% Written Report & 50% Oral Presentation.
Marks will be awarded both for the overall standard achieved and for individual contributions. The total project counts as the equivalent of half a General or Options Paper, and you are advised to budget your effort accordingly.
Problems with team-working?

- What if a student assigned to your team refuses to be a team-player?
- What if a student assigned to your team puts in significantly less effort than other team members and/or fails to contribute agreed tasks in a timely manner?

Try to sort this out as a team, capture the facts in your log-book, seek advice from your supervisor as soon as you are reasonably sure there is a problem, inform Adrian Taylor if the problem persists.