Public Disclosure
of
Industrially Sponsored Capstone Projects:
Design Day Reports, Posters, and Presentations

Industrially sponsored capstone design projects are publically disclosed during the Engineering Design Day Conference at Michigan State University. This conference occurs the last Friday of classes each semester. Prior to Design Day, students submit reports, posters, and presentations to their sponsors who may require approval prior to Design Day public disclosure. For industrially sponsored projects, appropriate review may be required so that proprietary information as well as other intellectual property is not inappropriately disclosed to the general public.

The ME481: Mechanical Engineering Design Project process:

1. Student design project teams submit reports, posters, and presentations to Mechanical Engineering faculty for evaluation and grading. These items are submitted as scheduled to satisfy the requirements of the ME481: Mechanical Engineering Design Projects course. Any ME481 classwork submitted by students to faculty for a grade is protected by federal law and never released by faculty to the public.

2. Student design project teams release reports to their sponsors during the semester by reporting on project progress to their project’s industrial advisor. These reports may be protected from public disclosure by agreement between students and their team’s sponsor.

3. Student design project teams, prior to 5:00pm on the Wednesday two days before Design Day, submit written copies of final reports to ME481 faculty for grading, Edison Award judging and transmittal to sponsors. Sponsor copies are distributed at the Design Day Conference.

4. Edison Award Judges perform a confidential review of capstone design project final reports each semester on the Thursday, starting 24 hours before Design Day. This review is for the purpose of making the Edison Award for the “Best ME Capstone Design Project.” Judges hold the content of these written final reports confidential as part of their responsibility to Edison Award judging. The Edison Awards judges typically include outside engineering experts with the ability to compare the technical content of engineering reports. After the judging is complete, all copies used for judging are collected and destroyed.

5. Student design teams make public disclosures of the results of their design projects via posters, prototypes, and presentations at the Design Day conference. These disclosures are a requirement of the ME481: Capstone Design Projects course.

6. Industrial sponsors may request nondisclosure of specific instances of proprietary information to the public prior to the Design Day conference. To facilitate sponsor review, student design teams may be required by agreement with their sponsor to submit their final report, poster, and/or presentation to their industrial sponsor prior to 5:00pm the Wednesday before the Design Day Conference. If required, each sponsor may make specific requests for nondisclosure in posters, prototypes, and presentations to its student design team prior to public disclosure at the Design Day Conference. Written technical reports are never released or distributed to the public.