CAPSTONE CONTRACT (Synthesis from Current & Previous Classes)

We understand and value the ABET learning outcomes for capstone design. We are committed to working together to achieve these at the highest possible level of performance. In doing this, we will efficiently use CAD/shop resources so that the interests of other students, staff, and sponsors are not compromised. We agree to use this document as the basis for discussions about course concerns.

As an engineering professional enrolled in this course I WILL...

- Be tactful and honest in giving feedback; open-minded toward new ideas.
- Take responsibility for my learning/professional growth; asking questions.
- Actively and willingly accept tasks in a trustworthy manner, documenting accomplishments, and accepting consequences from poor performance.
- Fully apply all personal skills and available resource to produce high quality design work, putting interests of the team above self-interest.
- Let others know at the earliest possible date if a task is behind schedule.

As an engineering professional enrolled in this course I WILL NOT...

- Drop the ball on commitments I have made, leaving tasks incomplete.
- Freeze teammates out of decision-making through poor communication.
- Assign blame to others, contributing to negative team/course energy.
- Be apathetic toward producing a high quality product in a timely manner.
- Raise performance issues with a third party without consulting team first.

SIGNED:

As a senior engineer/mentor I WILL...

- Regularly meet with teams and facilitate client communications.
- On request, provide tactful, honest and friendly feedback on performance.
- Hold teams accountable for high quality, on-time results.
- Be forthcoming in sharing professional expertise and constructive criticism.
- Clearly communicate course expectations, meeting agendas, and availability.

As an senior engineer/mentor I WILL NOT...

- Remain passive in the face of team conflict or customer issues.
- Deprive teams of decision-making authority, micro-managing work.
- Set expectations that cannot be met with resources available.
- Assign extraneous tasks or arbitrary deadlines that add little value.
- Ignore or trivialize requests for feedback on team or product issues.

SIGNED: