



Project Milestones

The following deadlines are set for the execution of the project:

1. **March 18th, 2025:** all teams are formed, and the group contracts (see sample attached) are filled in and sent to both instructors by email. The team will be the same for the duration of the project.
2. **April 15, 2025:** each team sends intermediate reports in PDF to both instructors. The results should be either a set of slides (self-explanatory) or a word document which shall address the tasks 1, 2, 3 and how the roles are split across the team.
3. **May 20, 2025:** each team sends the final report in PDF (maximum 10 pages text, pictures and references not included) and all source code to both instructors. The project report shall address all the tasks and clearly mention the contribution of each team member.
4. **May 27, 2025:** each team will make an oral presentation of their work on the project to the class.

EPFL Industrial Automation Team Contract

Team Name: _____

Date: _____

GOALS: What are our team goals for this project?

What do we want to accomplish? What skills do we want to develop or refine?

EXPECTATIONS: What do we expect of one another in regard to attendance at meetings, participation, frequency of communication, the quality of work, etc.?

POLICIES & PROCEDURES: What rules can we agree on to help us meet our goals and expectations?

CONSEQUENCES: How will we address non-performance in regard to these goals, expectations, policies and procedures?

We share these goals and expectations, and agree to these policies, procedures, and consequences.

Signatures

Sources:

Senior Project Design Rubric

Department of Civil Engineering, University of Pittsburgh.

Eberly Center for Teaching Excellence, Carnegie Mellon University

Peer evaluation form developed at Johns Hopkins University (October, 2006)