

## ELECTRICAL & COMPUTER ENGINEERING

## ECE 09.461 - PROFESSIONALISM & CONSULTING IN ENGINEERING

## PROJECT APPROVAL & EVALUATION FORM

Consultant Name	Client Name	Project / Client Type	Consultant Rowan ID
Narrative Descriptio	<b>n:</b> Describe the intent and nature of	of the umberalla project under wh	nich the consultant will work.
Requirements & Sp	ecifications: Provide the specific	details <b>of your</b> work and task(s) wi	thin the above-described
overall project. Clearly a engineering details, proj	and concisely state the requirement ject attributes, and any specificatio	s, including a technical description ns. Be as detailed as possible.	of what needs to be done,
Constraints: Briefly ex	xplain the constraints of the project	. i.e., specific limitations and restri	ctions on how you may or may
not solve the problem (i.	.e., what can you <u>not</u> do to address	s the issue).	



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Project Deliverables Describe what exactly	will be delivered to the client. Be ve	ry specific. This is a contract.
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<b>Budget/Resources:</b> Provide brief assessment of resource requirements so that it is clear what is needed—and available—to complete the work. If you need purchase parts / supplies / components, attach a separate bill of materials.				
Milestones: (Identify dates of key milestones/deliverables. Attach a senarate, detailed Gar	htt Chart)			
Project Initiation				
Supplies/equipment obtained, orders placed for non-local acquisitions Preliminary				
prototype, design, solution / design review				
Final Project Completion & Sign-Off				
Project Initiation Signatures/Dates				
Consultant: Aila Staple 2/28/2025 Client:				
Project Completion Signatures/Dates				
Consultant: Client:				
<b>Client Evaluation:</b> Consultant requests the Client to provide a grade on A - F scale along with brief				
justification for that grade. Client may also provide feedback for the Consultant's work with respect to meeting				
the requirements, specifications and constraints (considering any agreed upon changes during the work).				

Disclosure: Through these signatures, the consultant and the client confirm that there are no real or perceived conflict of interests between them.

What, when and how to submit: At project initiation, the Consultant submits this form and a Gantt chart (client leaves evaluation area and grade blank) to course Canvas page. At project conclusion, <u>the Client e-mails</u> this form (with all signatures, including Client assigned grade and evaluation) to polikar@rowan.edu \*and\* to the consultant; <u>the Consultant</u> submits a fully signed and completed copy of this form, a final report, and the Engineering Design & Impact Statement through class Canvas page. If client's signature is not electronic, consultant requests the client to send his/her grade and evaluation to polikar@rowan.edu as an e-mail.