ELECOMP Capstone Design Program

Fall 2024 Semester

Tuesday Progress Summary Format: TPS#9

Date for sending it: Tuesday, 12/03/24; between 8-9 pm

Attach (i) one pdf document, which contains a doc written by each team member, as specified below, and done in previous weeks. You must use the template at the end of this document.

Attach (ii) the Slides Presentation doc, compiled previously as Homework #11, and labeled "CompanyName-Slides-Sym24."

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To: ....(email addresses of TDs; Consulting TDs)

CC: sunak@ele.uri.edu, ..., ... (all team members, including self)

From: ....(one team member)

Subject Line: ELECOMP Capstone: TPS#9: Company Name: Project Title

Content: Brief message to TD or TDs (copy and paste this):

Dear Technical Directors: Please find attached these 2 documents:

(i) Our regular Tuesday Progress Summary TPS#9;

(ii) Slides Presentation document for presentation at the Fall Symposium on 12/19/24.

The material in (ii) needs your approval, and to make sure that there is no confidential information, to publish this material, at the Fall Symposium. This will be hosted on the Program Website. Please confirm using this google *hyperlink*

Sincerely yours,

Capstone Designer #1: (Name):

Capstone Designer #2: (Name):

Capstone Designer #3: (Name):

1. **_Name:_**   **_TPS#09_**   **_Date:12/3/24_**

2. My Technical Accomplishments TODAY.

3. What I will accomplish before next meeting with TDs.

4. Proposed Agenda Items for next Meeting with TDs.

Review MPR#2; Final version due on Sunday 12/08/24

5. Schedule Assessment: What tool you are using? (Are you on Schedule? If not, define work and time line to get back on schedule)

6. Important Question/s for Technical Directors