

ELECOMP Capstone Design Program

Spring 2025 Semester

Special Tuesday Email: Format for Submission of Homework#14

Time Slot for sending: Tuesday, 01/21/25; between 8.30pm and 9.30pm

Attach one pdf document, as specified below, labeled "CompanyName-BESTRACK#1."

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: Special Tuesday Email: Company Name: Bestrack#1

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

Dear Technical Directors,

Professor Sunak has assigned this important Homework for your Team to compile the FIRST draft of the document, to track the progress of the project towards the Anticipated Best Outcome: **The Best Outcome Progress Tracker**, or **Bestrack**. This doc will be updated every Tuesday and Sunday evening and will be sent to you as the only attachment to the TPS and WPR. Further Details, Results and Discussion will be included towards the end of this doc.

We look forward to discussing this doc with you this week, to make sure that we have captured all the Remaining Technical Accomplishments, **and the time line**, to achieve the Anticipated Best Outcome on, or before, April 11th, 2025.

Sincerely yours,

Capstone Designer Names: