Mechatronics – Project Report 1

Report Requirements

This first project report has the function of making sure that the background with requirement specifications and limitations is understood, that the goal with product specifications is set and that project scheduling is made. The project scheduling includes project organization, which does what and when, milestones and gates.

The following headlines can be used as a help in writing the first project report.

Background

- What is the historic background to the project. From what activity and need does it emanate.

Requirements and limitations.

- What are the needs that should be fulfilled by the project?

- What are the needs that should NOT be fulfilled by the project?

- Stakeholders. In order of priority and preferably organized with respect to needs.

Goal and expected result

- The needs as described above are interpreted into product specifications.

- What is the expected result? Just a theoretical report? A simulated model? A "mockup"? A working prototype?

Dissemination of results

- How will the results be presented?

- How will immaterial rights be handled?

Methodology

What method will be used to solve the problem? Literature study? Interviews? Study of competitors products? Brainstorming?

Project organization

- Who (persons/groups/companies) is involved in the project?

- What is their formal position and responsibility?

Project scheduling

What is to be done, and in what order? (Work Breakdown Structure)

Milestones and gates.