

## ECE 09.461 - CLINIC CONSULTANT IN ELECTRICAL & COMPUTER ENGINEERING

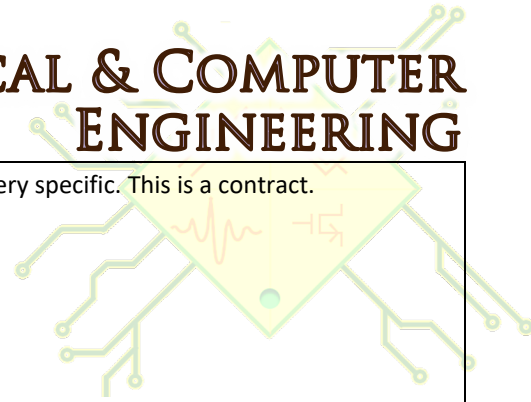
### PROJECT APPROVAL & EVALUATION FORM

Consultant Name	Client Name	Project / Client Type	Consultant Rowan ID
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**Narrative Description:** Describe the intent and nature of the umbrella project under which the consultant will work.

**Requirements & Specifications:** Provide the specific details of your work and task(s) within the above-described overall project. Clearly and concisely state the requirements, including a technical description of what needs to be done, engineering details, project attributes, and any specifications.

**Constraints:** Briefly explain the constraints of the project, i.e., specific limitations and restrictions on how you may solve the problem (i.e., what can you not do to address the issue).



**Project Deliverables** Describe what exactly will be delivered to the client. Be very specific. This is a contract.

**Budget/Resources:** 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 bill of materials.

**Milestones:** (Identify dates of key milestones/deliverables.)  
 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: \_\_\_\_\_ Client: \_\_\_\_\_  
**Project Completion Signatures/Dates**  
 Consultant: \_\_\_\_\_ Client: \_\_\_\_\_

**Client Evaluation:** 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, the Client e-mails this form (with all signatures, including Client assigned grade and evaluation) to polikar@rowan.edu **\*and\*** to the consultant; the Consultant 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.