The Process of Design
(Design Methods)
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(plus other invited guests)
EE 4900 – Design Methods
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Welcome to Senior Design
- Dr. Wiitanen
  - Welcome and Project assignments
  - Overview of projects, expectations
  - Upcoming deadlines for the year
  - General comments on Senior Design Program
- Rick Berkey
  - Project overview
  - Comments on sponsors, expectations
  - Other comments
- Meet your Faculty Advisor
  - First meeting with advisor: time and location
  - Project definition
  - Bring 6 copies of resume to first meeting (teaming)
  - Begin thinking about project manager and backup manager.

The Big Picture
We prepare students to create the future.
A Meeting: An event where
the minutes are kept and the
hours are lost...

- Question: How much does it cost your budget to hold a one-hour meeting?
  - Avg hourly salary x 2 x no. of people.
- A simple efficient meeting (follow same cycle each time)
  - Review/verify completed work
  - Ongoing tasks, deal with difficulties, estimate completion date.
  - Upcoming work, volunteer/delegate, negotiate deliverable and completion date.
  - End meeting with: Recap urgent to-do items, who is to do what (no orphaned tasks!), anticipate important resources and lead times!

Time Management

- Which mode of operation is best?
- Most of us spend way too much time on important-urgent category, i.e. in CRISIS MODE.
- Better – start early, spend most time on “Important but not yet Urgent.”

From “Seven Habits of Highly Effective People”

Career Challenges/Opportunities

- Globalization
- US is becoming the “Ideas Economy” ??
- International Competition