**A Sample Checklist for Minimum Requirements**

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| --- | --- | --- | --- | --- |
| **Supervisor Name** | |  | | |
| **Project Title** | |  | | |
| **Student Names (s)** | |  | | |
| **ITEM\*** | | **IMPLEMENTED** | | |
|  | | **Yes** | **No** | **Indicate page(s) in the report for yes, cite reason(s) for no\*\*** |
| **Real life problem** | |  |  |  |
| **Advisory committee** | **One from**  **industry** |  |  |  |
| **From other**  **specializations** |
| **Situation description** | |  |  |  |
| **Problem definition** | |  |  |  |
| **Open-ended** | |  |  |  |
| **Alternative solutions** | |  |  |  |
| **Aesthetics** | |  |  |  |
| **Specifications and regulations** | |  |  |  |
| **Statistics and reliability** | |  |  |  |
| **Teamwork** | |  |  |  |
| **Professional ethics** | |  |  |  |
| **Environmental impact statement** | |  |  |  |
| **Cultural and social assessment** | |  |  |  |
| **Financial analysis and marketing** | |  |  |  |
| **Final product** | |  |  |  |
| (\*) See Appendix A for definitions | | | | |
| (\*\*) **Student(s):** Indicate page(s) in the report for yes, cite reason(s) for no  Supervisor(s):Verify page(s) in the report for yes and reason(s) for no  Examiner(s):Verify reason(s) for yes or no | | | | |