

Welcome to VIP

Spring 2025

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January 14, 2025



Key Dates for Spring 2025

Requirements due dates: Assignments in VIP Team Brightspace

- Friday, January 31st at 11:59 pm: Professional Development Plan
- Friday, February 28th at 11:59 pm: Mid-semester Assessment
 - Mid-semester Individual Performance Evaluation (IPE)
 - CATME Peer Evaluation
- Friday, May 2nd at 11:59 pm: Final Assessment
 - Final Individual Performance Evaluation (IPE) & PD Reflection
 - CATME Peer Evaluation
 - Course and Grad Mentor Evaluations

Purdue Undergraduate Research Conference:

- Abstracts due: February 27th at 11:59 pm
- Poster/oral presentations: April 8 and 10th in WL

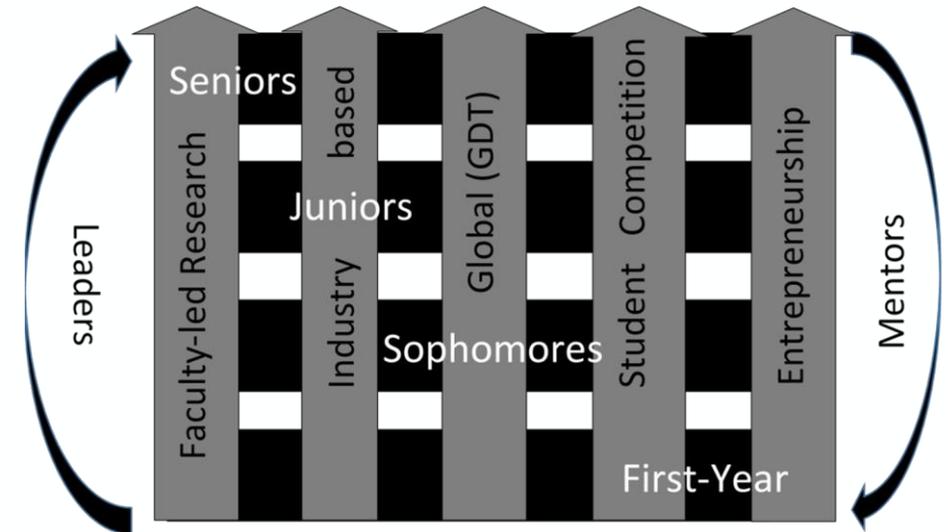
EPICS/VIP Poster Session in Indianapolis:

- April 24th

Vertically Integrated Projects (VIP) Program

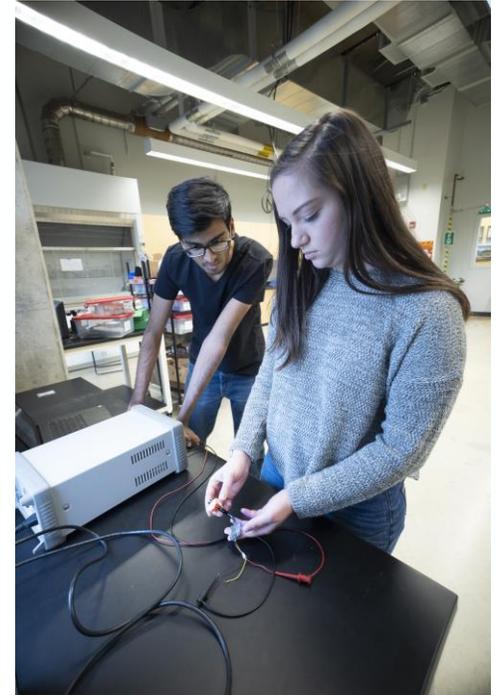


- In VIP, you are able to....
 - ...earn academic credit while engaging in **authentic and extended research and design projects** related to active research areas of Purdue faculty members and national, international, and industry-sponsored design challenges.
 - ...participate on **interdisciplinary and vertically-integrated** (first-year through seniors) **with faculty and graduate student mentors** for multiple semesters.
 -develop a broad set of **technical, professional, and leadership skills**.
 - ...make a difference!



VIP = Project work + Professional Development

- Project work – both as an individual and a team – is most significant aspect of VIP
 - Lab meetings – typical scheduled 1 hour/week where you review progress with and get feedback from the team mentor(s)
 - Project team meetings (recommend regular scheduled time)
 - Tutorials, modules, assignments, and/or mini-projects to learn background for project during early part of semester
 - Final presentation, report, etc.
- Professional Development Opportunities
 - Support your success on the project and the team, and overall, in your career and life



Course Structure

- **Two Brightspace sites:**
 - **PD (Professional Development):** Spring 2025 VIP [Indy] PD - Merge
 - Includes all students and mentors in VIP
 - Course-wide communication
 - Professional Development Resources
 - Discussion boards
 - **Lab/Team:** Spring 2025 VIP [47920] [Indy] *team* - Merge
 - Your VIP team specific information: syllabus, meeting info, assignments, expectations, etc.
 - Communication with your team
 - Assessments/assignments
 - Professional Development plan
 - Mid-semester Assessments
 - Final Assessments
 - Attendance
- **VIP Syllabus** - integrated syllabus with specific VIP info
- **PD Section:** Appears as “Arrange hours” on class schedule for students enrolled for 2+ credits

Learning Objectives = ABET Outcomes

Students in VIP will make progress on each of the learning outcomes:

- i. an ability to apply engineering **design** to create a product ...
- ii. an ability to develop and conduct **experimentation**...
- iii. an ability to **identify, formulate, and solve complex engineering problems** ...
- iv. an ability to **function effectively on a team** whose members together provide leadership, **create a collaborative and inclusive environment**,
- v. an ability to **communicate effectively** with a range of ...
- vi. an ability to **acquire and apply new knowledge** as needed...
- vii. an ability to **recognize ethical and professional responsibilities** ...

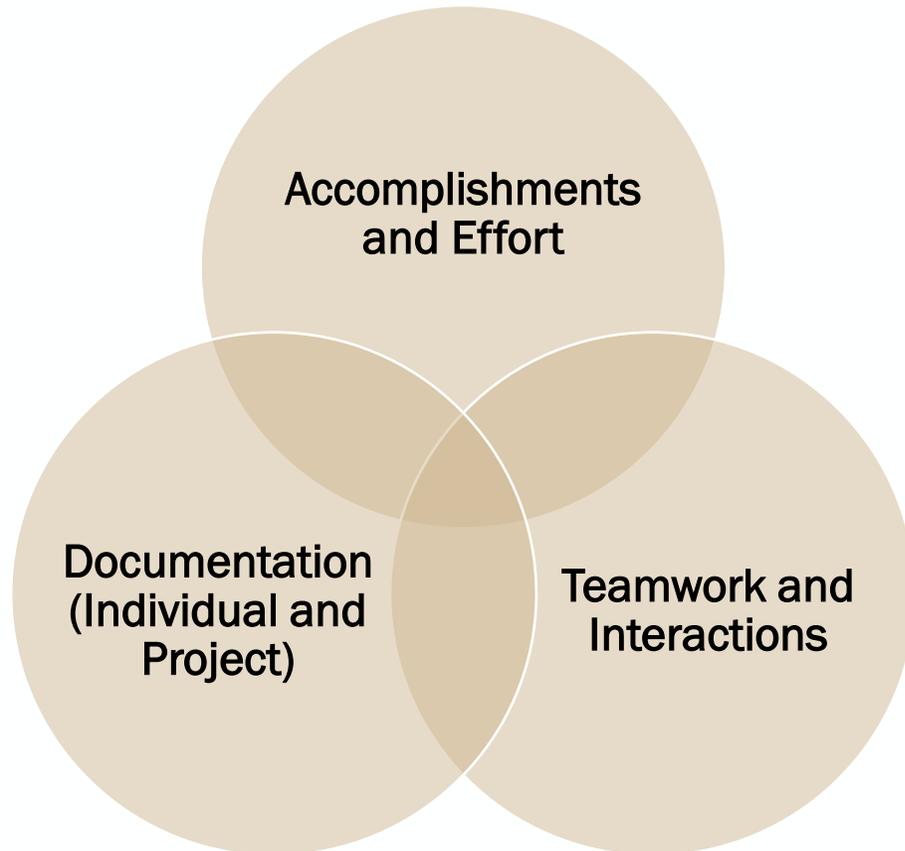
Grading Criteria -> Integrated Syllabus

Grade	Description
A	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are excellent.</i> All of the seven (7) requirements have been satisfied.
B	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are good.</i> Six (6) of the seven (7) requirements have been satisfied.
C	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are adequate.</i> Five (5) of the seven (7) requirements have been satisfied.
D	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are marginal.</i> More than two of the seven (7) requirements are missing.
F	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are unacceptable.</i> More than three of the seven (7) requirements are missing.

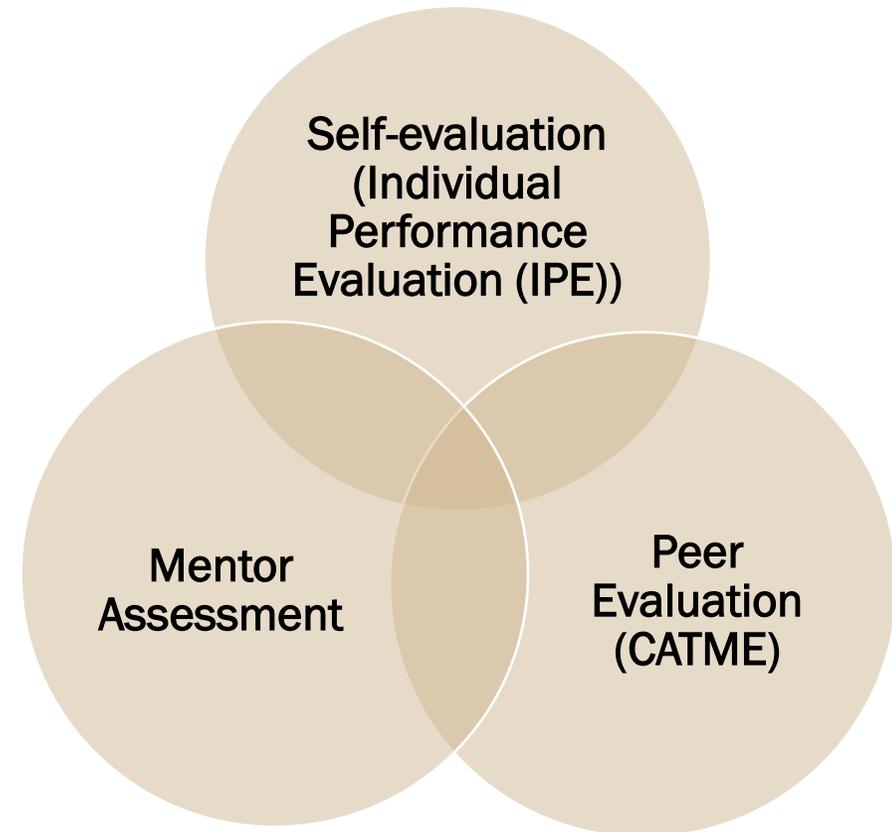
VIP courses cannot take it for P/NP. They must be taken for grade (A-F). Only exemption are the 0-credit course, which is S/U.

Assessment

Assessment Areas



Student's Contributions to Areas are Assessed from Multiple Perspectives



Professional Development (PD) Plan

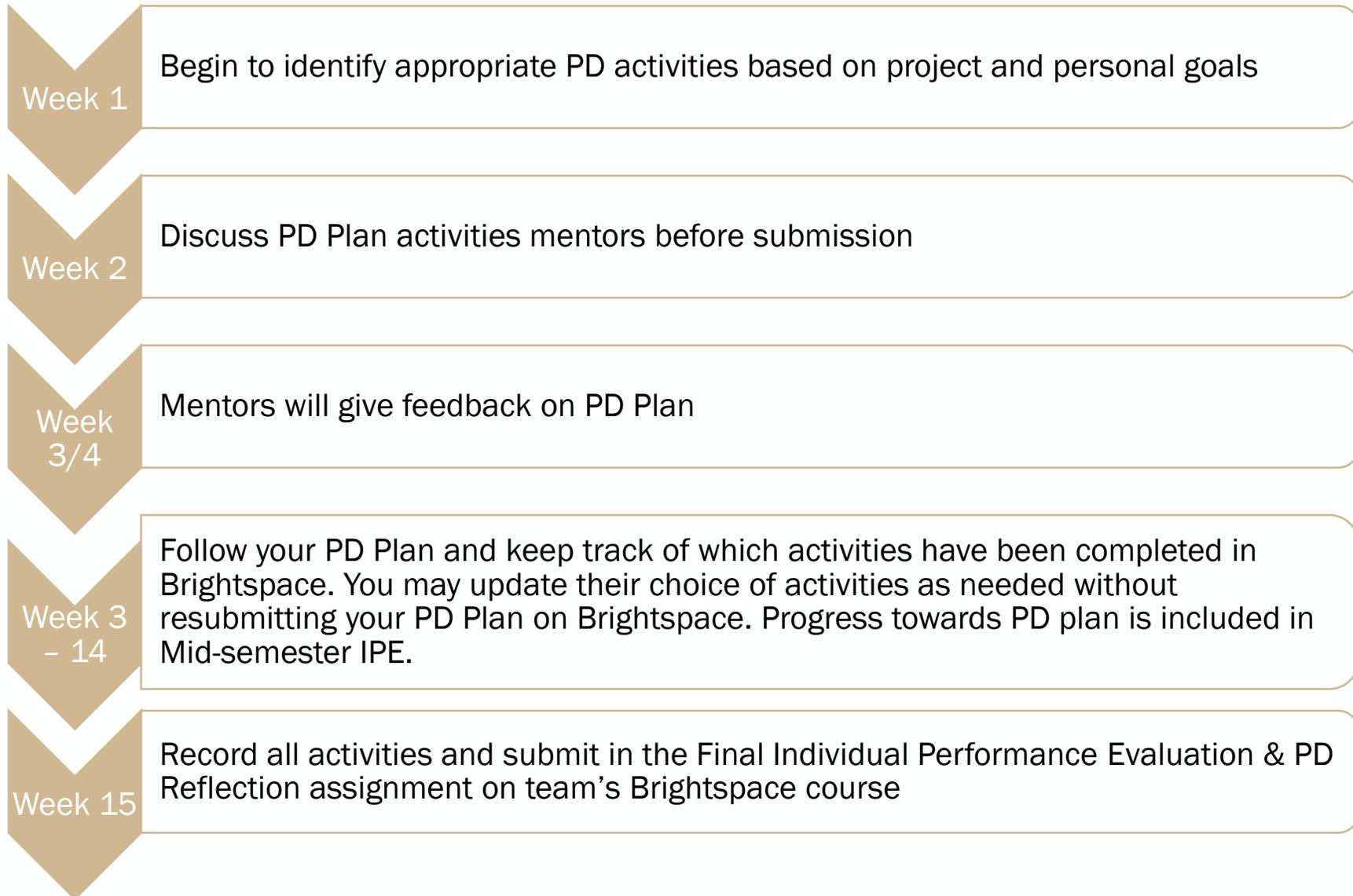
- Support your success on your project and your team, and overall, in your career and your life
- More autonomy and access to opportunities when you need them, not when we offer them
- Support tracks (e.g., Global Competency Certificate Modules for VIP Global team) or specific skill building (e.g., Milestones)
- Professional Develop Opportunities
 - The “lecture” portion of VIP is a way for you to participate in Professional Development sessions which are combination of **asynchronous and synchronous** activities
 - In “Spring 2025 VIP PD – Merge” Brightspace under “Content -> Professional Development Resources”
 - Folder has 11 Tracks with multiple topics and activities within each track

Professional Development Resources

Tracks: Videos and In-person

- VIP Resources
- Purdue Undergraduate Research Conference & Fall Expo Resources
- Communication: Posters, Research Talks, Audience, Presentations, Technical Writing, etc.
- Career Planning
- Entrepreneurship: Intellectual Property (IP), Moonshot Challenge
- Ethics: Everyday Ethics in Research and Design, Responsible Conduct of Research (RCR)
- Graduate School
- Intercultural Learning
- Research/Design: How-to and Tools
- Technical Skills**
- Leadership & Management
- Personal Development
- Project Management**

PD Plan – by the week for students



PD Plan Structure

Goal is to link PD Plan with Project Objectives/Plan

Reflection Questions:

What are the overall goals/objectives of the team you are on?

What are the major deliverables for your project this semester?

What professional development opportunities would help you achieve your project responsibilities? (in what areas do you want to focus that align with your teamwork and/or individual interests)?

(Additional) Column in PD Plan Table:

				How does this activity align with your individual and/or team objectives?
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Professional Development Plan: Three (3) Required

Track/Topic*	Activity	Organizing unit	Date (of activity or expected participation)	How does this activity align with your individual and/or team objectives?
1. PD (Required)	Welcome to VIP	VIP	Will be available by Wednesday at 11:59 pm	
2. Communication (Required)	Research Conference – Application submission	OUR	Abstract due: February 27 See Purdue Undergraduate Research Website	
3. Communication (Required)	Research Conference – Poster/Oral Presentation	OUR	Poster/oral presentations: April 8 and 10, 2025 See Purdue Undergraduate Research Website	

Only three (3) required for VIP 17911, 17912 & 17910 students

For 2 credit hr students: The remaining seven activities are to be chosen by the student, in collaboration with you and teammates, depending on their interest and what would be most beneficial for their work on a specific team.

Team/Mentor can choose an alternate activity (e.g., IEEE Conference, Business pitch competition, presentation to external sponsor)

Documenting Professional Development Opportunities

In Team Brightspace -> Course Tools -> Assignments

Professional Development Activities	
Professional Development Plan Due on Jan 31, 2025 11:59 PM Attachments  VIP_PD_Plan_S25_yourname.docx (30.94 KB)	Not Submitted
PD Activity 1 - Welcome Lecture Due on Jan 31, 2025 11:59 PM	Not Submitted
PD Activity 2: Research Conference: Abstract Submission Due on Feb 27, 2025 11:59 PM Attachments  Abstract Submission Link	Not Submitted
PD Activity 3: Research Conference Presentation Submission Due on Apr 8, 2025 11:59 PM	Not Submitted
PD Activity 4 Due on May 2, 2025 11:59 PM	Not Submitted
PD Activity 5 Due on May 2, 2025 11:59 PM	Not Submitted

Complete “Text entry” per directions for each activity

[Assignments](#) > PD Activity 1 - Welcome Lecture

PD Activity 1 - Welcome Lecture

▼ [Hide Assignment Information](#)

Instructions

Indicate date completed, and three things you learned from this activity that can help you succeed in this course, your project or your life. You will be able to reference this info when completing your mid-semester and final individual performance evaluations (IPEs).

Due on Jan 31, 2025 11:59 PM

Submit

Text submission

Text Submission

Paragraph | **B** | *I* | U | ~~A~~ | [List] | [List] | [Link] | [Image] | Σ | [Table] | + | Lato (Recom... | 19px ... | [More] [Fullscreen]

/



[Submit](#) [Cancel](#)

Simplicity

<https://engineering-purdue-csm.symplicity.com>

Instructions:

Visit the [Symplicity site](https://engineering-purdue-csm.symplicity.com) to look through a selection of VIP PD opportunities. Login to the site and navigate to Events->Professional Development/Workshops, search "VIP" and RSVP for events you are interested in.

Note: This is not the same Symplicity site used by CCO.

Spring 25 PD Workshop Schedule(5:30-6:30/7:30pm)				
Week 1	Week 2	Week 3	Week 4	Week 5
		<ul style="list-style-type: none"> • Interview Preparation - STAR Method (R) - Jan 30th(Niall) 	<ul style="list-style-type: none"> • Introduction to Github (M) - Feb 3rd(Chase) • Introduction to Data Acquisition (W) - Feb 5th(Dr.Marshall) • Intro to Project Management(R) - Feb 6th(Stew) 	<ul style="list-style-type: none"> • Technical Documentation (M) - Feb 10th (Younggil) • Intro to SOLIDWORKS(W) - Feb 12th (Dr. Marshall) • Literature Review and AI Tools for Research (R) - Feb 13th (Dr. Zakharov)
Week 6	Week 7	Week 8	Week 9	Week 10
<ul style="list-style-type: none"> • Data Analysis with MATLAB (M) - Feb 17th (Nick) • Intro to ROS2 (W) - Feb 19th(Chase) • Critical Thinking and Decision Making (R) - Feb 20th(Stew) 	<ul style="list-style-type: none"> • Intro to Optimization(M) - Feb 24th (Monika) • Semiconductor Fabrication and Packaging (W) - Feb 26th (Feichi and Bouyan) • Pytorch Tutorial (R) - Feb 27th (Zichen) 	<ul style="list-style-type: none"> • Data Visualization (M) - Mar 3rd (Younggil) • Pytorch (W) -Mar 5th (Sid) • Data Analysis with Python (R) -Mar 6th (Saanvi) 	<ul style="list-style-type: none"> • Graduate School Panel (M)- Mar 10th (Younggil) • Intro to LLMs (W)- Mar 12th (Aakanksha) • Fusion 360 Tutorial (R) - Mar 13th (Jaeun) 	SPRING BREAK
Week 11	Week 12	Week 13	Week 14	Week 15
<ul style="list-style-type: none"> • Semiconductor Fabrication and Packaging [Repeat Session] (M) - Mar 24th (Feichi and Bouyan) • SQL and Data (W) - Mar 26th (Sahin) • Entrepreneurship for VIP (R) - Mar 27th (Samitha) 	<ul style="list-style-type: none"> • Art of Persuasion (M) - Mar 31st (Monika) • Intro to Deep Learning Theory (R) - Apr 3rd (Shreya) 	RESEARCH EXPO		

Mid-semester Individual Performance Evaluation (IPE)

How to access:

Team's Brightspace > Course
Tools > Assignments

Steps to submit:

- Download appropriate Word Doc
- Fill in template

Due **Friday, February 28th** at
11:59 pm

in Team Brightspace

Senior design students will have
different documents to upload.



To be completed by the student:

Student Name: _____

Course (e.g. 27920): _____

Team/Project: _____

1. List your individual accomplishments to date (can add/delete rows as needed):

Individual Accomplishments	Link/Location of Evidence

2. List your individual accomplishments and achievements that you will complete by the end of the semester (can add/delete rows as needed)

Accomplishment to be completed	When will it be completed?

3. Professional Development

a. What Professional Development activities have you completed to date?

Professional Development Activity	Date Completed

b. Do you expect to follow your original PD plan or do you need to adjust the activities? If changes are needed, please summarize.

4. Describe anything that you are struggling with related to the project and/or challenges you are facing on the team, and how you are working to overcome them.

5. Describe at least one of your strengths that has contributed to the team.

6. Describe your impact on the project overall. How is your work contributing to the project goals?

7. Is there anything specific your mentors could do to support your success and/or in overcoming your challenges?

8. Any additional comments you would like to add:

Mid-semester Evaluation

Have you met the following requirements?

Yes	No	Requirement
		Document individual contributions to the project and team to date in format as required by your project mentor(s).
		Contribute as appropriate to date to project documentation, presentations, publications, and/or poster.
		Complete Mid-Semester Individual Performance Evaluation (IPE) by Friday, February 28 th at 11:59 pm in Brightspace.
N/A	N/A	Complete Final Individual Performance Evaluation (IPE) and Professional Development Reflection (PDR) by Friday, May 2 nd at 11:59 pm in Brightspace.
		Complete mid-semester peer evaluation of team members in CATME by Friday, February 28 th at 11:59 pm and indicate completion in Brightspace by submitting a screenshot of the completed evaluation.
N/A	N/A	Complete final Purdue course evaluations and submit screen shots of completion to Brightspace by due Friday, May 2 nd at 11:59 pm.
		Submitted appropriate Professional Development plan and is on track to meet PD requirement? (Including the Welcome to VIP lecture) by Friday, January 31 st

← You will also complete

N/A = Not applicable for mid-semester

Evaluation Criteria

Accomplishments and effort:

- Quantity of project accomplishments
- Quality of project accomplishments
- Initiative
- Work ethic
- Ability to overcome project setbacks
- Learning needed for the project
- Focuses effort on achieving goals
- Manages time and tasks well
- Overall**

Documentation:

- Individual documentation (quality/quantity)
- Contributions to team documentation (quality/quantity)
- Contributions to team poster, presentations
- Use of appropriate tools (e.g., Git)
- Overall**

Teamwork and Interactions:

- Participates fully in team (lab) meetings
- Participates fully in sub-team meetings
- Contributes fair share of team's work with acceptable quality
- Keeps commitments and completes assignments on time
- Listens to teammates and respects their contributions
- Communicates clearly. Shares information with teammates
- Respects and responds to feedback from teammates
- As appropriate, involves and assists others in efforts
- Demonstrates leadership and/or project management skills
- Overall**

Final Individual Performance Evaluation – Due Friday, May 2nd at 11:59 pm

Complete in Qualtrics (link is in assignment) You will be prompted to download a pdf of your responses, which you submit to Brightspace.

List of Accomplishments	
Accomplishment	Evidence
1	
2	
3	
4	
5	
6	
7	
8	

Will list accomplishments and learning from the semester

2. Describe anything that you struggled with related to the project.
3. Describe at least one of your strengths that contributed to the team.
4. Describe your progress in overcoming weakness(es) mentioned in the Mid-Semester Evaluation.

Respond to questions which are similar to those in Mid-Semester Evaluation.

Final Individual Performance Evaluation

List the PD activities that you included. You can use the PD assignments that you completed to help complete this.

6. Professional Development Record

List each of the activities you completed and the date of completion, which might differ from what you included on your PD Plan.

	PD Activities	
	Activity	Completion Date
1	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>
9	<input type="text"/>	<input type="text"/>
10	<input type="text"/>	<input type="text"/>

Final Individual Performance Evaluation

Self-reflection on progress made on each of the learning outcomes.

7. Describe progress you have made on each of the course Learning Outcomes. Include key learning(s) from your project and Professional Development activities where applicable.

7a. an ability to apply engineering design to create a product that meets the specified needs of this engineering design experience with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.



7g. an ability to recognize ethical and professional responsibilities associated with this engineering design experience and make informed judgments which must consider the impact of the product of this engineering design experience in global, economic, environmental, and societal contexts.

Final Evaluation

9. Indicate whether you have met **each** of the seven (7) **requirements** listed in the syllabus.

	Completed	
	Yes	No
Document individual contributions to the project and team to date in format as required by your project mentor(s).	<input type="checkbox"/>	<input type="checkbox"/>
Contribute as appropriate to date to project documentation, presentations, publications, and/or poster.	<input type="checkbox"/>	<input type="checkbox"/>
Complete Mid-Semester Individual Performance Evaluation (IPE) by Friday, February 28th at 11:59 pm in Brightspace.	<input type="checkbox"/>	<input type="checkbox"/>
Complete Final Individual Performance Evaluation (IPE) and Professional Development Reflection (PDR) by Friday, May 2nd at 11:59 pm in Brightspace.	<input type="checkbox"/>	<input type="checkbox"/>
Midsemester: Complete mid-semester peer evaluation of team members in CATME by Friday, February 28th at 11:59 pm and indicate completion in Brightspace.	<input type="checkbox"/>	<input type="checkbox"/>
Final: Completed mid-semester and final peer evaluations of team members in CATME by Friday, May 2nd at 11:59 pm and indicate completion in Brightspace.	<input type="checkbox"/>	<input type="checkbox"/>
Complete final Purdue course evaluations and submit screen shots of completion to Brightspace (due May 2nd at 11:59 pm).	<input type="checkbox"/>	<input type="checkbox"/>
Submitted appropriate Professional Development plan and is on track to meet PD requirements? (Including the Welcome to VIP lecture by Friday, January 31st)	<input type="checkbox"/>	<input type="checkbox"/>

You are expected to have completed all 7 requirements.

CATME: Dimensions of Teamwork



Teamwork Rating Scale

Score	Contributing to Team's Work	Interacting with Teammates	Keeping the Team on Track	Expecting Quality	Having Related Knowledge, Skills, and Abilities
5	<ul style="list-style-type: none"> Does more or higher-quality work than expected. Makes important contributions that improve the team's work. Helps teammates who are having difficulty completing their work. 	<ul style="list-style-type: none"> Asks for and shows an interest in teammates' ideas and contributions. Makes sure teammates stay informed and understand each other. Provides encouragement or enthusiasm to the team. Asks teammates for feedback and uses their suggestions to improve. 	<ul style="list-style-type: none"> Watches conditions affecting the team and monitors the team's progress. Makes sure that teammates are making appropriate progress. Gives teammates specific, timely, and constructive feedback. 	<ul style="list-style-type: none"> Motivates the team to do excellent work. Cares that the team does outstanding work, even if there is no additional reward. Believes that the team can do excellent work. 	<ul style="list-style-type: none"> Demonstrates the knowledge, skills, and abilities to do excellent work. Acquires new knowledge or skills to improve the team's performance. Able to perform the role of any team member if necessary.
4	Demonstrates behaviors described immediately above and below.				
3	<ul style="list-style-type: none"> Completes a fair share of the team's work with acceptable quality. Keeps commitments and completes assignments on time. Helps teammates who are having difficulty when it is easy or important. 	<ul style="list-style-type: none"> Listens to teammates and respects their contributions. Communicates clearly. Shares information with teammates. Participates fully in team activities. Respects and responds to feedback from teammates. 	<ul style="list-style-type: none"> Notifies changes that influence the team's success. Knows what everyone on the team should be doing and notices problems. Alerts teammates or suggests solutions when the team's success is threatened. 	<ul style="list-style-type: none"> Encourages the team to do good work that meets all requirements. Wants the team to perform well enough to earn all available rewards. Believes that the team can fully meet its responsibilities. 	<ul style="list-style-type: none"> Demonstrates sufficient knowledge, skills, and abilities to contribute to the team's work. Acquires knowledge or skills as needed to meet requirements. Able to perform some of the tasks normally done by other team members.
2	Demonstrates behaviors described immediately above and below.				
1	<ul style="list-style-type: none"> Does not do a fair share of the team's work. Delivers sloppy or incomplete work. Misses deadlines. Is late, unprepared, or absent for team meetings. Does not assist teammates. Quits if the work becomes difficult. 	<ul style="list-style-type: none"> Interrupts, ignores, bosses, or makes fun of teammates. Takes actions that affect teammates without their input. Does not share information. Complains, makes excuses, or does not interact with teammates. Is defensive. Will not accept help or advice from teammates. 	<ul style="list-style-type: none"> Is unaware of whether the team is meeting its goals. Does not pay attention to teammates' progress. Avoids discussing team problems, even when they are obvious. 	<ul style="list-style-type: none"> Satisfied even if the team does not meet assigned standards. Wants the team to avoid work, even if it hurts the team. Doubts that the team can meet its requirements. 	<ul style="list-style-type: none"> Missing basic qualifications needed to be a member of the team. Unable or unwilling to develop knowledge or skills to contribute to the team. Unable to perform any of the duties of other team members.

Example Student CATME Feedback

Contributing to the Team's Work

How You Rated Yourself		How Your Teammates Rated You		Average Rating for You and Your Team	Description of Rating
					<ul style="list-style-type: none"> • Does more or higher-quality work than expected. • Makes important contributions that improve the team's work. • Helps teammates who are having difficulty completing their work.
▶			▶		Demonstrates behaviors described immediately above and below.
		▶			<ul style="list-style-type: none"> • Completes a fair share of the team's work with acceptable quality. • Keeps commitments and completes assignments on time. • Helps teammates who are having difficulty when it is easy or important.
					Demonstrates behaviors described immediately above and below.
					<ul style="list-style-type: none"> • Does not do a fair share of the team's work. Delivers sloppy or incomplete work. • Misses deadlines. Is late, unprepared, or absent for team meetings. • Does not assist teammates. Quits if the work becomes difficult.

Research suggests the following behaviors will improve your ratings in this area:

- Do a fair share of the team's work.
- Fulfill your responsibilities to the team.
- Come to team meetings prepared.
- Complete your work in a timely manner.
- Do work that is complete and accurate.
- Make important contributions to the team's final product.
- Keep trying when faced with difficult situations.
- Offer to help teammates when it is appropriate.

CATME: Additional Items

In addition, you will complete:

- Practice rating exercise (at mid-semester)
- Team satisfaction (short survey)
- Psychological Safety (short survey)
- Written comments for each team member:
 - “Please provide constructive comments about your fellow teammates as well as yourself. The purpose of these comments is to give you the opportunity to explain how you rated your peers and if there was behavior or experiences in particular that influenced you when doing your peer and self-evaluations.”
 - Comments will be released anonymously to the students.
 - Optional: Confidential comments

Assignment Instructions in PD Brightspace

- Syllabus
- Bookmarks
- Course Schedule

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VIP Assignment Resources

VIP Welcome Lecture

Assignment Instructions

Professional Development Resources

VIP Assignment Resources



This track contains multiple resources for VIP Assignments across the semester.

The first topic of VIP Welcome Lecture is a required Professional Development Activity. In order to get it counted towards your PD requirements, document three things you learned from the lecture that can help you succeed in this course, your project or your life. Upload the documented learnings on your Team's Brightspace Page under Professional Development activity assignments.

Content under Supplementary Resources cannot be used as an activity. They are only for additional learning.

Download

Expand All | Collapse All

VIP Welcome Lecture



Assignment Instructions



General VIP Presentations will be posted here.

Please post any questions/comments to the "Learners Lounge" Discussion board in this Brightspace section.

VIP Mid-Semester IPE & CATME Instructions

Video

VIP_Mid-Semester IPE & CATME Instructions

PDF document

VIP Purdue - IPE & PD Reflection

Documentation

What is it, and why is it necessary?

- Describes what you did and why, how you did it, what you found, what you might do differently, what you're going to do next, etc.
 - Summary of progress
 - Results obtained (both quantitative and qualitatively)
 - Discussion (these are important, and often missed)
 - E.g, Are results expected? If not, why do they differ? If so, why did you expect them? How can they be explained and justified? Is there room for improvement? Are there issues? How can issues be overcome?
 - Demonstrated learning (these are important, and often missed)
 - Summary of what all you learnt as part of implementing/reading something? Was it intriguing, why? Was it obvious ? Why?
- Used as evidence of progress, protect Intellectual Property
- Critical for transition, onboard/offboarding of team members
- Code repository (e.g, Git)

Seven Requirements and Due Dates

1. **Document individual contributions** to the project and team in format as required by your project mentor(s).
2. Contribute as appropriate to **project documentation**, presentations, publications, and/or poster
3. Submit **Professional Development plan** by Friday, January 31st at 11:59 pm in *Team Brightspace*.
4. Complete **mid-semester individual performance evaluation** by Friday, February 28th at 11:59 pm in *Team Brightspace*.
5. Complete **Final Individual Performance Evaluation & PD Reflection** by Friday, May 2nd at 11:59 pm in *Team Brightspace*.
6. Complete **mid-semester and final peer evaluation of team members in CATME** (mid-semester due Friday, February 28th at 11:59 pm and final peer evaluations due Friday, May 2nd at 11:59 pm)
7. Complete **final Purdue course evaluation** and submit screen shot of completion to *Team Brightspace* (due Friday, May 2nd at 11:59 pm).

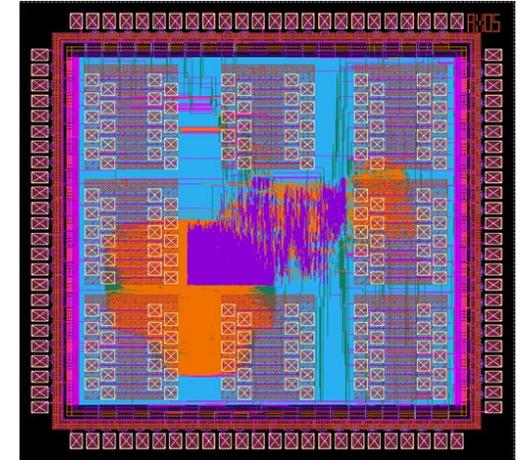
Grading Criteria

Grade	Description
A	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are excellent.</i> All of the seven (7) requirements have been satisfied.
B	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are good.</i> Six (6) of the seven (7) requirements have been satisfied.
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F	Overall, the <i>student's accomplishments and effort, documentation, and teamwork and interactions are unacceptable.</i> More than three of the seven (7) requirements are missing.

Senior Design Evaluation

Senior design (SD) students must complete the following documents instead of the “Individual Performance Evaluation” (templates are in Brightspace):

- **VIP Senior Design Project Proposal:**
 - Individual – during 1st semester
 - Submit both at mid-semester and final evaluations during 1st SD semester
- **VIP Senior Design Project Description:**
 - Project team – during 2nd semester
 - Submit both at mid-semester and final evaluations during 2nd SD semester
- **VIP Senior Design Reflection, Outcomes, and Rubric (ROR) document:**
 - Submitted at the mid-semester and final evaluations both senior design semesters instead of the Individual Performance Evaluation rubrics



Senior Design Grading

Senior Design Meeting:
Will be scheduled soon

Indicators (rate each indicator on a scale from 1 to 4, where 4 is “Excellent”, 3 is “Good”, 2 is “Adequate/Acceptable”, and 1 is “Inadequate/Unacceptable”)	Overall Rating for Outcome	Weight	Rating x Weight
i. An ability to apply engineering design to create a product that meets the specified needs of this engineering design experience with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.		30%	
ii. An ability to develop and conduct experimentation, analyze and interpret data, and use engineering judgment to draw conclusions related to the development of the product of this engineering design experience.		15%	
iii. An ability to identify, formulate, and solve complex engineering problems arising from this engineering design experience by applying principles of engineering, science, and mathematics.		15%	
iv. An ability to function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives associated with this design experience.		10%	
v. An ability to communicate effectively with a range of audiences appropriate to this design experience in both a written report and oral presentation.		10%	
vi. An ability to acquire and apply new knowledge as needed, using appropriate learning strategies to complete the engineering design experience associated with this course.		10%	
vii. An ability to recognize ethical and professional responsibilities associated with this engineering design experience and make informed judgments which must consider the impact of the product of this engineering design experience in global, economic, environmental, and societal contexts.		10%	
Total			

VIP Meeting Space (BHEE 013)

- It is ONLY for use by VIP students, and ONLY for VIP-related activities. It is NOT to be used as the personal study space for VIP students.
- Available via card access
- Video conferencing capabilities available
- You can schedule the rooms for VIP related team use:
 - See "Reserving VIP Lab Rooms" on the Resources page for instructions on how to reserve the rooms:
<https://engineering.purdue.edu/VIP/resources>
- Only drinks with covers/tops are allowed
- Please keep the room neat at all times. Pick up any litter that you drop. Clean the tables after use so it is ready for the next team.



Attendance

- You are expected to participate in all scheduled VIP team meetings (the lab portion of your VIP course), as well as any sub-team meetings.
- When conflicts or absences can be anticipated, such as for many University-sponsored activities and religious observations, you should inform the team mentors (instructors) and teammates of the situation as far in advance as possible.
 - You are responsible for knowing what occurred in that meeting (typically by discussing it with other team members) and how you can contribute to the project and team until the next meeting.
- If you are unable to contact your instructor and/or you have a university approved absence, you should contact or go to the [Office of the Dean of Students website](#) to complete appropriate forms for instructor notification.



VIP Admin Offices



Questions?

- Team Mentors – usually should be your first point of contact about team matters
- Post questions/comments in the VIP-PD Brightspace “Learners Lounge” Discussion area
- Email vip@purdue.edu. Please include your VIP team/course number you are registered for in your email to facilitate a speedier response.



VIP Administrative Staff



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Thank you!

Have a great semester!

