

ME 406 Test Plan Proposal Prompt

Due Tuesday 1-22-2019 before the end of lab in my email inbox in .doc format.

On Tuesday your Test Plan Proposal is due. These Test Plans are sometimes called Technical memos and are very similar in form to white-paper proposals. Test plans, technical memos, and proposals are generally written after you have familiarized yourself with your goal/objective, the literature, theory, and equipment you will be working with. Essentially, you have completed all of the preliminary research, have a plan to execute, have an initial test of the plan, and are ready to proceed with executing the plan to complete the project. Before you proceed, it's a good idea to run your plan by your boss or supervisor to ensure that you don't have any key faults or oversights that could waste a lot of work.

An efficient way to compile your test plan proposal is to simply take your best/opening paragraph or sentences from each section of your main report:

- 1st Paragraph – Your best 3-5 sentences from the report showing (with statistics and references) why this project is important and needed.
- 2nd Paragraph – Your best 3-5 sentences from the report covering what is known in the literature about the project, and where there is a gap that shows why you need to do more work. The most efficient way to do this is to cite the standard covering the A) system, B) instruments, and C) data analysis.
- 3rd Paragraph – Your best 3-5 sentences from the report showing with math/theory how the inputs are connected to the outputs via your variables and controls. What are the most sensitive parameters and why?
- 4th Paragraph – Your best 3-5 sentences from the report describing the experiment and operating plan.
- 5th Paragraph – 3-5 sentences describing your plan to complete the project on time.

Remember that you want to keep your sentences less than 20-22 words, which will naturally cause this report to be roughly 1.5 pages in length. The grading rubric below is what I will use to grade your report.

Team: _____ Score: _____/100

	5	4	3	2	1	0
Introduction (x4)	Quantifies the need/importance/significance. Establishes the goal/objectives.					
Lit. Review (x4)	Key credible sources have been identified and are strategically referenced. Standards/seminal studies are listed that cover the system, instruments, and data analysis.					
Theory (x4)	Connects the inputs to the desired outputs via the variables/controls and shows which variables/controls are likely most sensitive to the desired output.					
Experimental plan (x4)	Describes the key equipment and brief procedure to conduct experiment.					
Plan for completion (x4)	Provides a summary of the plan to complete the experiment/test.					

Overall Strengths:

Overall Improvements:

Overall Insights: