Identify your Sources

- All resources utilized in your project should be clearly referenced in the final report and on the website
  - texts, articles, papers, phone calls
  - test data
  - standards and specifications
  - patents
Safety

- Immediate safety of people involved in aspects of your project
- Evaluate larger impact on society of innovative design
- If these are concerns for your project address this with an appendix or section in the report
Environmental Impact issues

- Issues include potential release of toxic or hazardous materials, contamination during recycling or discarding of the product or components.
- Immediate impact during the course
- Evaluate larger impact during life of product (including disposal)
- If these are concerns for your project address this with an appendix or section in the report
Honesty and Integrity

- Acknowledge errors and do not distort or alter the facts
- Advise their sponsors and instructors when you believe a project will not be successful
Proprietary Information

- Evaluate with the sponsor the level of detail you may disclose without disclosing sensitive information.
- If sponsor requests, you should allow them to review any presentation for inadvertent release of proprietary information.
Impact on Society

- All engineering projects are meant to provide a positive impact on society, whether the projects be in medicine, defense, or environmental.
- But projects may also adverse impacts as well, in areas such as pollution, safety, and job loss.
Engineering Professionalism

- Email etiquette
  - Cc
  - Format
- File names