

UNIVERSITY OF UTAH
ELECTRICAL AND COMPUTER ENGINEERING DEPARTMENT

**GENERAL INSTRUCTIONS FOR
COMPLETING REPORT FOR ECE 4910**

1. Report should be typed, double-spaced.
2. Report should include table of contents.
3. Report should be bound in some appropriate cover.
4. Report should be on one side of the page.
5. Figures, equations, tables, and photographs should be prepared in a manner suitable for the IEEE journals. (Consult a journal for samples.) In general, do not use graph paper. Instead, draw the graph on plain white paper without the grid.
6. Figures should have complete captions on figures.
7. Text should flow smoothly with equations, figures, tables, and photographs interspersed and identified as appropriate.
8. No equation, figure, table, or photograph should be used unless it is referred to in the text.
9. Submit only one complete copy to the section instructor by the specified date to be graded. Contest winners will need to submit additional copies after the conference.
10. Abide by the limit of 15 pages for abstract, introduction, body, and conclusions.
11. Since ethical and societal issues pertaining to an engineering project are extremely important, each student must discuss these issues for his/her project by writing an appendix of one or two pages as per the instructions on the next sheet.
12. Abide by the limit of 26 pages for entire paper (title page through appendices).
13. Material in appendices should be in clear written style with derivations, data lists identified by numbers so they can be called forth in the text.
14. All members of the class must attend the conference on April 1, presenting their paper in one of the sessions and critiquing six additional papers. Your grade will depend on this participation. Students should be suitably dressed for the conference (suit and tie).
15. All students in ECE 4910 will receive a letter grade in the class. **There will be no incompletes.**

16. Grades will be based on the written report and on the judged oral presentation.
17. Winners for the IEEE region and area contests will be selected after the oral presentations.