Senior Project Progress Report Cover Sheet

Deadlines:
- Progress report must be submitted and signed off (committee) by the end of classes the semester BEFORE you intend to defend your project.
- If this is an interim progress report, it must be signed off by committee prior to the end of the semester.

A. Name:

B. Project title:

C. Project committee:
   a. Chair:
   b. Additional member:

D. Progress report requirements
- A face-to-face meeting with your committee, to discuss the following questions.
- A written response to the following questions (attach to this cover sheet):

1. What milestones have you achieved in working toward your goals? Please present any designs, derivations, data, observations, etc. that you have gathered or produced.
2. What obstacles have you encountered in working toward your goals? What can you do to surmount these?
3. Is there any revision needed to your original timeline? Please provide.

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This area for committee use

Committee chair: circle one

The student ________________________ has / has not made adequate progress toward meeting the senior project goals in a timely fashion.

If you circled “has not”, please include recommendations for project changes from the committee:

Student signature: ___________________________ Date: __________

Senior project committee chair signature: ___________________________ Date: __________

Signature of your committee chair simply indicates the progress report was complete and on time