

Assignment Overview

Develop a one-page FAQ (Frequently Asked Questions) list that provides policy rules and advice on intellectual property for senior capstone projects. There should be at least six questions, each with an answer.

The FAQ is not a rehash of all IP issues. Instead, focus on questions that students will have – or should have! – as they design solutions to a problem posed by an industrial sponsor. Some questions may address the concerns or issues of the industrial sponsor, or advice to students as they negotiate with an industrial sponsor. Other questions may be useful to a student who already has an invention in mind, and wants to know whether or not they should use it in their capstone project.

On a second page, cite all resources that you used to obtain material for your FAQ. The list should follow standard rules for citation of sources, including web pages.

Structure of Document

The FAQ document you submit to the D2L drop box should have the following elements.

- Header: Course and assignment number (ME 370, Group Homework 2); date; team members. The header should take up minimal space at the top of the page.
- List of Questions and Answers. The list should have its own heading or a single sentence introduction so that a reader unfamiliar with the assignment can understand the purpose of the FAQ. Hint: although this is a homework assignment, the *purpose* of the FAQ is *not* to satisfy the homework assignment.
- List of References. Any authoritative statements in the FAQ answers should cite the source of the information. The list of references should be numbered and formatted like a proper bibliography. Do not have naked URLs. Any web page cited should have the title of the page, the date referenced, in addition to the URL.

Grading Rubric

A D2L discussion forum will be set up for your group. Your participation in the discussion forum will count toward your participation grade in the class. The document submitted by your group (one per group) will be evaluated with the following rubric.

ME 370, Fall 2014 Group Assignment 2

Points	Category
10	Grammar, spelling, professional format
20	Number, quality and relevance of questions 6 questions: max 15 points 8 or more questions: max 20 points
20	Usefulness and accuracy of answers
50	Total