

RE: Sponsoring a Fourth Year Engineering Team Design Project

Dear Industry Partner,

Thank you for considering sponsoring a fourth-year Electrical and Software Engineering capstone design team at the University of Calgary's Schulich School of Engineering. Your engagement can provide substantial value to both your organization and our students.

Why Sponsor a Capstone Project?

- **Community Engagement:** Contribute to engineering education and strengthen ties with future graduates.
- **Professional Development:** Mentoring students counts toward APEGA Professional Development Hours.
- **Fresh Perspectives:** Gain insight from enthusiastic students tackling real-world challenges.
- **Talent Pipeline:** Identify and evaluate potential new hires.
- **Low-risk R&D:** Receive input on a lower-priority or exploratory project.

Ideal Project Characteristics

- Involves meaningful **engineering design**.
- Suitable for **4–6 students** over 8 months (~260 hrs/student).
- Not subject to **urgent or strict deadlines**.
- Has a **clear, well-defined scope**, with **multiple potential solution paths**.
- Results in a **prototype** (preferred, but not mandatory).
- Uses **known technologies** (limited time for foundational research).

Timeline

- **Fall (Sep–Dec):** Scoping, preliminary design, feasibility analysis.
- **Winter (Jan–Mar):** Final design, implementation, and testing.
- **April:** Final presentation and documentation.

Sponsor Commitments

- Provide a **project description**, expected outcomes, and a **company liaison**.
- Offer **guidance and feedback**, ideally meeting the team at least:
 - Twice per semester (Fall and Winter)
 - During key project milestones and presentations (in-person or virtual)
- Support may include **technical advice** and/or **limited financial resources** (not required in all cases).
- **Championing the project** within your organization improves outcomes.

Important Notes

- **Deliverables:** The only guaranteed deliverable is a final report. Prototypes may be developed.
- **Project Costs:** This is typically covered by the sponsor, and sometimes by the student team.
- **IP:** Sponsor typically owns any IP but is responsible for negotiating with the team and managing/securing any intellectual property that might arise.
- **No Liability:** Projects are student-led and should not be used without the sponsor's professional review.
- **No Confidentiality:** Projects are educational and discussed openly in evaluation sessions. By default, instructors and teaching assistants are bound by their university contract to respect the confidentiality of educational information. The sponsor may enter a separate confidentiality agreement with the team members to protect any confidential/proprietary data/methods.
- **Educational Mission:** The goal is student learning. Industry benefits are secondary.

Next Steps

1. **Sponsor-initiated:** Submit your project idea using our template (Excel format). It will be posted for team selection in late July/August.
2. **Student-initiated:** If students approach you, guide them to complete and submit their project proposal template by the third week of September.

If you're interested or have questions, please reach out at h.zareipour@ucalgary.ca. I would be happy to discuss project ideas or assist with proposal preparation. I look forward to the opportunity to collaborate and thank you for supporting future engineers.

Sincerely,

Dr. Hamid Zareipour

Professor | Course Coordinator, ENEL 500