



Summer 2021 Capstone Design Expo Instructions

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Date: 06/28/2021

Capstone Design Hybrid Expo

27th July 2021

- 3:30pm:
 - Majority of team members visit Love Building Atrium to setup their project posters at assigned tables
 - At least one team member joins the Gatherly.io platform (link to be sent later) to take their respective team locations, test screen share, audio, video, etc.
 - Test your computer using this link: <https://check.gatherly.io/>
 - Hands-on trial for Gatherly: <http://try.gatherly.io/>
- 4:00pm: Welcome reception for judges
- 4:15pm: Judging begins
 1. Students move to their respective tables (both in-person and virtual)
 2. Judges can pick which teams they wish to join first
 3. Team starts with a **4-6 minute pitch** and then spend remaining quarter of hour with live Q/A
 4. Repeat step #3 at 4:30pm, 4:45pm, 5:00pm, 5:15pm until 6:45pm.
- 6:00pm: Awards' Ceremony on welcome lobby
- 6:30pm: Event ends

Capstone Design Virtual Mini-Expo

- Why?
 - FREE T-shirts to all registered students
 - Team Awards
 - In-person expo awards:
 - First Place Award: \$1,000
 - Second Place Award: \$500
 - Online expo awards:
 - First Place Award: \$1,000
 - Second Place Award: \$500
 - Engage with judges, guests, experts in real-time!
- How?
 - Judges score teams (5 teams per judge and 4-5 judges per team)
 - Rubric: http://capstone.gatech.edu/expo_rubric
 - Register for the expo before 6th July
 - Summer 2020 Article: <http://me.gatech.edu/First-Ever-Virtual-Capstone-Mini-Expo>
 - Fall 2020 Article: <http://me.gatech.edu/Fall-2020-Capstone-Design-Expo-Results>
 - Spring 2021 Article: <https://www.me.gatech.edu/2021-Spring-Capstone-Results>

Register for the Expo

- Link to register:
https://capstone.gatech.edu/expo_register
 - Deadline to register is **6th July**
 - Only **one student** per team should create the team and add members
 - All team members can edit project info **AFTER** the team lead has first entered the team/project info, up until the registration deadline
 - All team members can update the project description, project poster and video demo link until 11:59pm the night before the expo.
- Link for How to Guide:
https://capstone.gatech.edu/expo_register_howto

Expo Presentation Assets

- Judges will judge poster/videos online from 10am onwards on day of the expo (27th July); followed by interactive QA in the afternoon
- All teams are invited to upload **both** poster and video on the online expo website (by 11:59pm on 26th July)
- Check out past expo projects here:
https://capstone.gatech.edu/past_projects

Project Intro Video Assignment

- 1-Minute Project INTRO Video Assignment on CANVAS before **noon** next Wednesday, 7th July. You can reuse this video for the final expo video
 - Talk **ONLY** about the **problem** you are trying to solve. You can make a longer (4-6 minute) video for the final expo
 - Please upload the video on CANVAS under assignments (only one member per team needs to upload)
- We will meet on MS Teams for interactive feedback session next week!

Upcoming Studios

7	Monday 28-Jun	Expo Plan, Videos, Posters, and Presentation Basics Capstone Expo Judging Rubric	<ul style="list-style-type: none"> Engineering analyses, CAD and prototyping update [More Details]
	Wednesday 30-Jun	No Lectures	
8	Monday 5-Jul	Institute Holiday	<ul style="list-style-type: none"> Expo Registration Engineering analyses, CAD and prototyping update [More Details]
	Wednesday 7-Jul	Expo video Preview Session (<i>all teams share 1-minute video of their project problem/background with the class</i>)	
9	Monday 12-Jul	No Lectures	<ul style="list-style-type: none"> Discuss your IP plan prior to public disclosure Attend a session on how to file Provisional Patent by the Library. Register here Engineering feasibility analyses, CAD update [More Details]
	Wednesday 14-Jul	No Lectures	
10	Monday 19-Jul	Expo Poster Feedback Session (<i>all teams share a draft poster with the class</i>). <i>Review Expo Info here.</i>	<ul style="list-style-type: none"> Engineering analyses, CAD and prototyping update [More Details]
	Wednesday 21-Jul	No Lectures	
11	Monday 26-Jul	Expo Virtual Platform Demo (TBD)	<ul style="list-style-type: none"> Submit expo video and poster before 11:59 on Monday Final class presentations in Lab at 12:30pm
	Tuesday 27-Jul	Capstone Design Mini-Expo starting at 4:00pm	
	Friday 30-Jul	N/A	<ul style="list-style-type: none"> Final Report and Fabrication Package



Welcome LMC Faculty

- Effective Communications and Poster Design
 - Rebecca Burnett and Courtney Hoffman
- Video Preparation Tips
 - John Thornton