

College of Engineering

Open House 2005

IMPORTANT DATES

March 1, 2	Open House info session (required for display)
March 11	Entry form deadline online by 10 p.m.
March 25	Late Entry form deadline online by 10 p.m., with \$20 fee
April 15	COE Open House, 9:00 a.m. to 7:00 p.m.
April 16	Open House Award Banquet and Ball, 6:30 p.m. Radisson Broadview Hotel, 400 W. Douglas, Wichita

Rules

At least one member per project must attend a 30-minute information session to participate in Open House. Sessions will be held:

Tuesday, March 1 at 2:00 pm in room 123 Wallace Hall

Wednesday, March 2 at 6:00 pm in room 215 Wallace Hall

Project Entry

1. The deadline for the online submission of the Project Entry Form is Friday, March 11th, at 10:00 pm.
2. A \$20 Late Fee will be charged to any group turning in their Project Entry Form later than March 11. The final day to turn in any late Project Entry Form will be March 25 at 10:00 pm submitted online. Your group will not be allowed to participate in Open House unless the late fee is paid in full by Monday, March 28, 5:00 pm to the Dean's Office, room 100 Wallace Hall. The Open House committee is not responsible for online submissions that are not successful.
3. Project abstracts must be professional in appearance and content. Unacceptable submissions will be returned to the advisor. This abstract is judged as part of the Beck Communication award.
4. Handwritten applications will not be accepted. All applications must be submitted online using the following address: www.wichita.edu/ec

Open House Display

5. Each group must have at least one member present at their display at all times during the hours of Open House: April 15th (9:00 am to 7:00 pm).
6. All projects will be placed in the NIAR or Wallace Hall.
7. If you plan to use a lab to display your project, you must get the Lab Director's permission prior to submitting this form! The 2005 Open House Planning Committee will be checking with the Lab Director to make sure permission is granted.
8. Categorization of all project entries is subject to the discretion of the 2005 Open House Planning Committee. Projects in the "Display" category are not eligible for awards.

9. Each group must put up at least one poster explaining the display. The text must be large and readable. (Poster board is available at most discount stores, Hobby Lobby or at the RSC bookstore)
10. If funds are used in excess of \$250 for the project, the source of the funds must be listed on the project display board.
11. All members for any project must be listed on the display board.
12. Projects done for credit must list the class and the instructor of the class on the display board.
13. Oral presentations should be limited to 3-5 minutes in length. This oral presentation is judged in the Beck communication award.

Definition of Project Classifications

Graduate Projects: Any project which is being completed for graduate credit.

Class Projects 500 and above: Any project which is being completed for grade, credit, or other class obligations, including senior projects, in an engineering course numbered 500 or above.

Class Projects 499 and below: Any project which is being completed for grade, credit, or other class obligations in an engineering course numbered 499 or below.

Open Project: Any project not done for credit that exemplifies engineering fundamentals. This includes projects that are done outside the College of Engineering.

Display: Any demonstration of faculty projects, labs or equipment, and other displays not covered above.

Award Banquet

14. At least one member from each group must attend the Open House awards banquet to receive their award(s).
15. The dress for both the Open House and Awards Banquet is business formal. Those students and professors remaining for the Engineering Ball may consider dressing formally.

Tickets for Award Banquet

The project awards will be given during the Open House banquet on Saturday, April 16. At least one member of each project group is required to be present at the banquet or the AWARD WILL NOT BE GIVEN. Ticket sale for both the Awards Banquet and the Engineering Ball will be advertised. A ticket to the awards banquet is also a ticket to the Engineering Ball. Engineering Departments provide one complimentary ticket to each project from their department. The team leader may pick-up the complimentary ticket from the Dean's Office when tickets become available.

Polished Professor Award

We are taking votes for the Polished Professor Award to recognize an outstanding professor from each department. The winning professor from each department will have his or her name engraved on the Polished Professor Award plaque and be recognized at

the Awards Banquet. Please have each of your group members fill out the online form at <http://engr.wichita.edu/openhouse/polishedprofessor.htm>.

Questions?

If you have any questions regarding the rules please contact the Open House Committee at engr.openhouse@wichita.edu.

Thank you and Good Luck!
2005 Open House Planning Committee