

ME 400 Grading Rubric – Departmental Summer Practice

Evaluator's Name, Surname:

Student's Name, Surname:

Signature:

Student's number:

Student's Grade (Pass/Fail):

Section	Points
1.Introduction: The aim and scope of the summer practice should be presented briefly	/5
2. Description of the company: a. Company name, b. Location (reasons behind selecting this location), c. Organizational structure of the factory, d. Types of engineers and their duties, e. The main areas of business (how do you sell your products? Who are your customers? What are your main products?), f. Brief history of the company (founders, date of establishment, initial business, etc.).	/10
3. Details of the product: a. Main function and features of your product, b. Multi-level bill of materials, c. Detail of each assembly and part in BOM, d. Make or buy decision (Determine at least 5 parts that you decide to manufacture in your plant), e. 3D model of 5 parts, f. List and explain the type of engineering analysis needed for the design of the parts in (3e). g. 2D technical drawings of the parts using (3e). h. Detailed production steps of parts in (3e).	/25
4.Assessment of production: a. Selection of proper machines and machine tools to produce the parts in (3e), b. Plant layout for the machines in (4a), c. Production planning and scheduling for the parts in (3e), d. Quality control procedure for the parts in (3e).	/25
5.Cost analysis of a sample part	/10
6.Quality assurance: Assessment of quality assurance and quality control systems used for raw materials, parts, and products. (Think about what kind of supplier controls you need and acceptance tests (for parts and/or assemblies you purchase from outside and raw material of the product you are manufacturing) you may need to ensure the quality of all parts of your product)	/10
7.Marketing and future plans: Imagine that you are manufacturing and selling the given product in expected volumes successfully. What products will be reasonable next product(s) for the continuation of the cash-flow and growth of the company?	/10
8.Conclusion: The experience gained during the preparation of the summer report, please elaborate on how the research you performed during the preparation of the report improved your knowledge as an engineer.	/5
TOTAL	/100

Important notes:

- In order to have a passing grade, the student should have an overall grade of 60/100 and there **must** be **relevant information in your report for each of the sections given above**. Failure to fulfill any of the above requirements will result in a U grade from ME400.
- Students are not allowed to correct their summer practice reports. The grades that you give are the final grades.