



# **Engineering Honors: Engineering Technology and Industrial Distribution (ETID) Track**

## **ENTC 484 Report Requirements**

### **Report Sections**

1. Executive Summary
2. Introduction of company
  - a. Should include business line, strategy, estimated financials, and headcount
3. Description of working group and function
  - a. E.g., design engineering, programming; provide capital equipment design for manufacturing plants
4. Role and activities during the summer
  - a. Training provided and what self-provided training/learning was necessary
  - b. Overall goals for the employment period
  - c. If and how those goals were achieved
  - d. Detailed description of what was done during the employment period
    - i. This should include any documentation of technical work that is appropriate (CAD model screen shots; lines of code)
    - ii. This should be the bulk of your report and very detailed
  - e. Lessons learned during the employment period
5. Your education and your employment
  - a. How your education prepared you for this employment opportunity
    - i. What were you glad that you knew
    - ii. What do you wish you had known
  - b. What did you learn about engineering that you didn't previously know

### **Additional Questions (Choose 2 ~250 words each)**

1. List one course or topic that you are excited to learn more about as a result of your employment and explain why.
2. Compare and contrast what working as a technical professional was like to what you expected.
3. Examine a job that you would like to have in 5-10 years at that employer and discuss how you think you would get there.
4. Write a persuasive essay to recruit one of your classmates to take a position at your employer.