Senior Thesis Program
The Department of Architectural Engineering
The Pennsylvania State University
University Park, PA

Senior Thesis Final Report

Prepared by M. Kevin Parfitt

DUE: As announced in class.

You are required to submit via Posting on your CPEP Final Reports by 5 PM on the due date. Some students based on thier option (and/or by request of their advisors) are also required to submit one (1) paper copy of their report. Paper reports are to be submitted to the boxes on the book shelves outside Professor Parfitt's office.

Instructions on posting to your CPEP will be provided in class or by discussion board message but in general we will follow the format from last year in terms of executive summary, full report etc. A handout is available on e-Studio relative to general requirements. Specific requirements or supplements etc. may be required by your advisor or option in addition to the general requirements.

The Final Report will be used by the faculty jury during your presentation.

Note: All electronic copies must be standard pdf files and include a linked table of contents. There are a number of ways to automatically or manually create a linked table of contents page. You may use any method as long as it works quickly and easily. One somewhat manual (but simple method) can be found by following this YouTube link: http://www.youtube.com/watch?v=IR7FT3Pr4a0

Final Reports must include the following minimum items (unless noted as optional):

- Cover Page with identifying information (Your Name, Option, Project Name, Spring 2014, Faculty Consultant, etc.)
- Thesis Abstract (Existing Building) Include as first inside page.
- Table of Contents (all pages must be numbered with the exception of calculation appendices which may be numbered or identified differently)
- Executive Summary (one page)
- Credits/Acknowledgements to those involved in your project (place at a logical location in the report and list in table of contents)
- Introduction, Background, and/or Project History
- Information related to Site and General Architecture (i.e., building envelope, additional programming information, etc.) Draw from your fall and spring semester work but this is not a direct reprint of the fall semester tech reports.
- Depth Study (i.e., Structural) including subheadings for special items such as design criteria, aspects of the design, additional background, summary and/or conclusions for the Depth Study.
- Breadth Study in AE including sub-topics (or list as individual sections) for your "non-option" areas. **Do not use the title "Non-Option."** Spell out the specific name (do not refer to the breadth as breadth 1 or breadth 2 without also including a name) of each breadth section and make sure it is indicated as "Breadth".
- Summary and Conclusions

- Presentation Appendix (optional)
- Calculation or Other Appendices (optional)
- **Any required paper copies must be bound.**

Photographs, illustrations, plans, etc. that are referenced in the report should be integrated into the body of the report if at all possible.

Additional Submission Requirements:

In addition, at the time of your presentation, you must submit one (1) copy of your presentation slides (6 slides per page; **black and white** or color – two side printing is OK) to the Moderator located in the room in which you are scheduled to present. The Moderator will use the slides to help determine timing/length of your presentation. The presentation slides will not be used by the faculty jury during your presentation but will serve as a reminder during grading and judging.   If you are using a three screen format, you may need to use larger format paper such as 11 x 17 so that your slides are readable.