

Team Number: HPVC

Team ID	Student Name	Week 1 Total	Week 2 Total	Week 3 Total	Week 4 Total
HPVC	Allujage, Anuththara	3	8.5	3	6
HPVC	Bedrin, Allison	2.17	7.83	5.58	8.50
HPVC	Podell, Ryan	3	9	4.75	6
HPVC	Quattrociocchi, Paolo	3.5	8.5	5.5	5.5
HPVC	Robbins, Samantha	3.5	9	5	6
HPVC	Ruvalcaba, Sebastian	3.5	12	4.5	6.5

Notes:

1. Team members should be listed in alphabetical order by last name.
2. Team members full names should be used.
3. Be sure to include the full team number (i.e. Team 19FXX) at the top.
4. Only this sheet will be turned in each week, but the instructor may request to see the full document or

Week 5 Total	Week 6 Total	Week 7 Total	Week 8 Total	Week 9 Total	Week 10 Total	Week 11 Total	Week 12 Total	Week 13 Total
8	5	8.15	10.75	12.5	9.5	8	8	6
2.00	14.00	6.25	5.67	6.00	8.92	8.00	5.00	6.00
4.5	2.75	8.5	11.5	12.5	16.5	10.5	10	11
9	10.5	20	17.5	15	15.5	17	16.5	22
3	6	8	6.5	12	9	8	6	6
2.5	6	9	13.66	12	10	12	7	13

n occasion.

Week 14 Total	Week 15 Total	Total Hours to Date
7	9	112.4
4.00	11.00	100.9167
11	12	133.5
20.5	7	193.5
7.5	10	105.5
6.5	7.5	125.66

Team Number: [insert team number here]
 Team Name: HPVC
 Team Member: Anuththara Alujjage

Week 1 T		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	zoom (11:30AM)
13-Aug	Thursday	
14-Aug	Friday	Outside 98C (11:30AM-12:30PM)
15-Aug	Saturday	At home (10:00-11:00AM)
16-Aug	Sunday	

Week 2 T		
Date	Day	Location(s) and Time(s)
17-Aug	Monday	11:50- zoom
18-Aug	Tuesday	
19-Aug	Wednesday	At home (4:00-6:00PM)
20-Aug	Thursday	At home (3:00-6:00PM)
21-Aug	Friday	11:30- outside 98C
22-Aug	Saturday	At home (9:00-11:00AM)
23-Aug	Sunday	

Week 3 T		
Date	Day	Location(s) and Time(s)
24-Aug	Monday	11:50- zoom
25-Aug	Tuesday	
26-Aug	Wednesday	
27-Aug	Thursday	
28-Aug	Friday	11:00AM-1:00PM Paolo's house
29-Aug	Saturday	
30-Aug	Sunday	10:00-10:30AM

Week 4 T		
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Date	Day	Location(s) and Time(s)
31-Aug	Monday	11:30- zoom
1-Sep	Tuesday	
2-Sep	Wednesday	4.45:7:00pm- 98c
3-Sep	Thursday	5:00-6:00PM
4-Sep	Friday	
5-Sep	Saturday	4:00-6:30 pm
6-Sep	Sunday	

Week 5 T		
Date	Day	Location(s) and Time(s)
7-Sep	Monday	
8-Sep	Tuesday	
9-Sep	Wednesday	
10-Sep	Thursday	8:00-10:00AM - Engineering building
11-Sep	Friday	10:30-12:30PM -98C
12-Sep	Saturday	4:00-6:00 at home
13-Sep	Sunday	3:00-5:00pm

Week 6 T		
Date	Day	Location(s) and Time(s)
14-Sep	Monday	
15-Sep	Tuesday	
16-Sep	Wednesday	11:50 on zoom
17-Sep	Thursday	
18-Sep	Friday	10:30-12:30 -98C
19-Sep	Saturday	9:00-11:30 at home
20-Sep	Sunday	

Week 7 T		
Date	Day	Location(s) and Time(s)
21-Sep	Monday	
22-Sep	Tuesday	
23-Sep	Wednesday	98C - 2:30PM
24-Sep	Thursday	Engineering building 11:00
25-Sep	Friday	10:30AM-98C
26-Sep	Saturday	12:00PM at home
27-Sep	Sunday	2:00PM at Home

Week 8 T		
Date	Day	Location(s) and Time(s)
28-Sep	Monday	at home 10:30-11:15 and zoom 11:30
29-Sep	Tuesday	
30-Sep	Wednesday	
1-Oct	Thursday	
2-Oct	Friday	at 98c 10:30
3-Oct	Saturday	at 9:00am prescott
4-Oct	Sunday	

Week 9 T		
Date	Day	Location(s) and Time(s)
5-Oct	Monday	at 98c 2:00pm-6:00pm
6-Oct	Tuesday	
7-Oct	Wednesday	at engineering 5:00pm-7:00pm

8-Oct	Thursday	at engineering 1:00pm-4:00pm and 7:00 to 8:00
9-Oct	Friday	at 98C 10:00am-12:30pm
10-Oct	Saturday	
11-Oct	Sunday	

Week 10		
Date	Day	Location(s) and Time(s)
12-Oct	Monday	
13-Oct	Tuesday	
14-Oct	Wednesday	98C - 3:00pm
15-Oct	Thursday	98C- 9:00am
16-Oct	Friday	at home 5:00pm , 98c(9:00-11:00)
17-Oct	Saturday	Ryan's place 4:00pm
18-Oct	Sunday	

Week 11		
Date	Day	Location(s) and Time(s)
19-Oct	Monday	
20-Oct	Tuesday	
21-Oct	Wednesday	98C - 3:00pm
22-Oct	Thursday	Engineering -10:00AM
23-Oct	Friday	98C-10:00AM
24-Oct	Saturday	
25-Oct	Sunday	

Week 12		
Date	Day	Location(s) and Time(s)

26-Oct	Monday	98C-10:00am
27-Oct	Tuesday	
28-Oct	Wednesday	
29-Oct	Thursday	
30-Oct	Friday	98C-9:00am
31-Oct	Saturday	Ryan's place 1:30pm
1-Nov	Sunday	

Week 13		
Date	Day	Location(s) and Time(s)
2-Nov	Monday	
3-Nov	Tuesday	
4-Nov	Wednesday	98 C-10:30AM
5-Nov	Thursday	
6-Nov	Friday	
7-Nov	Saturday	98C-10:30AM
8-Nov	Sunday	

Week 14		
Date	Day	Location(s) and Time(s)
9-Nov	Monday	
10-Nov	Tuesday	at home - 5:00pm
11-Nov	Wednesday	at home -10:00am
12-Nov	Thursday	at home-4:00pm
13-Nov	Friday	at 98 C-10:30AM and at sam's place from 10-11:30 PM
14-Nov	Saturday	
15-Nov	Sunday	

Week 15		
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Date	Day	Location(s) and Time(s)
#VALUE!	Monday	
16-Nov	Tuesday	
17-Nov	Wednesday	
18-Nov	Thursday	At home-2:00PM
19-Nov	Friday	At home- 11:00AM and 2:00PM
20-Nov	Saturday	
21-Nov	Sunday	

Notes:

- 1. Only list activities re
- 2. Consider quantity d
- 3. Be honest and accur
- 4. Do not delete previc
- 5. All cells must be wri

TimeCard	
Activities & Contributions	Total Time (hours)
First class meeting	1
First in person meeting	1
Postmortem assignment	1
Weekly total	3

TimeCard	
Activities & Contributions	Total Time (hours)
staff meeting	0.5
Self-learning assignment	2
Self-learning assignment	3
Analyzing previous designs	1
Self-learning assignment	2
Weekly total	8.5

TimeCard	
Activities & Contributions	Total Time (hours)
staff meeting	0.5
Prototyping	2
Hardware review	0.5
Weekly total	3

TimeCard	
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Activities & Contributions	Total Time (hours)
staff meeting	0.5
team meeting: saftey training for the machine shop and testing previous designs	2.25
Hardware review memo	0.75
worked on solidworks fairing desing (sebatian's design)	2.5
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)
Ran ansys fluent on the second fairing design	2
Frame calculations and analysis	2
continued ansys fluent iterations	2
Started working on modifying the fairing 1 design and started to look more into 3D printing, and places that could help build the fairing	2
Weekly total	8

TimeCard	
Activities & Contributions	Total Time (hours)
meeting with Dr.Oman	0.5
Team meeting: discussed about how to proceed forward, wind tunnel testing preperation	2
Ran ansys fluent on the second fairing design, tried to figure out ways to reduce drag and why its higher. Started to do calculation for Wind tunnel testing Re's and velocities	2.5
Weekly total	5

TimeCard	
Activities & Contributions	Total Time (hours)
Meeting with Dr.wade to talk about wind tunnel testing and took measurments for the mounting section of the wind tunnel	0.15
Implementation memo	1.5
Team meeting, distributed tasks to complete, updated our client about project progress, also discussed how we want to handle the material mix situation	2.5
Started working on the mounting cylinder that will be needed to install the fairing to the wind tunnel	2
worked on midpoint presentation	2
Weekly total	8.15

TimeCard	
Activities & Contributions	Total Time (hours)
Mid-Point presenatation preperation and class midpoint presentation day	1.75
Team meeting :Discussed the implementation plan and materials needed and started manufacturing frame parts	3
went to prescott to bend the roll cage	6
Weekly total	10.75

TimeCard	
Activities & Contributions	Total Time (hours)
Team meeting. Assembled the roll cage (weld it into the frame). Figuring out the mounting break brackets to the rear wheel	4
started the individual analysis	2

finished all analyses for the individual analysis and finished the report	4
Team meeting. Updated the client about the project. Helped buiding the brake brackets	2.5
Weekly total	12.5

TimeCard	
Activities & Contributions	Total Time (hours)
Helped machine the seat mounting and assisted Paolo with some welding , organized and cleaned the machine shop and the projects room area	5
met with Dr.Oman to discuss hardware review 2	0.5
worked on the hardware review at home. Also took pictures for capstone/engineering in the morning	3
Attached the front wheel brakes, discussed the front ube lengths	1
Weekly total	9.5

TimeCard	
Activities & Contributions	Total Time (hours)
Assited Paolo with welding, assisted with team mounting	3
Helped Allison with the website (organized created minutes)	2
team meeting, fixed and attached brake cables, helped allison with coping	3
Weekly total	8

TimeCard	
Activities & Contributions	Total Time (hours)

assisted creating brackets for the chain roller	2
worked on draft poster, assisted with chain assembly and chain roller	4
cut and adujusted all brake cables and tested the HPV	2
Weekly total	8

TimeCard	
Activities & Contributions	Total Time (hours)
Team meeting and test rode the HPV, Started working on the operation/assembly manual	2.5
Continued to work on the operation manual/took pictures for the manual and tested the HPV	
	3.5
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)
worked on operation and assembly manual	1
created the presentation and started adding slides	1.5
added videos for the presentation	0.5
final touch ups and final product meeting with Dr. Oman and took final pictures of the HPV for website, and presentation, worked on the presentatio (tried to convert it to MP4 and reduce size of the videos and final edits)	4
Weekly total	7
TimeCard	

Activities & Contributions	Total Time (hours)
Final report	3
Final report and final poster	6
Weekly total	9

relevant to the capstone class.

does not always equal quality.

rate.

ous weeks. If necessary, hide the rows later in the semester.

ritten by you and not copied from teammates.

Team Number: [insert team number here]

Team Name: HPVC

Team Member: Allison Bedrin

Week 1 T		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	
13-Aug	Thursday	Home - 12:00pm
14-Aug	Friday	Outside of 98c - 11:30am
15-Aug	Saturday	
16-Aug	Sunday	Home - 5:00pm

Week 2 T		
Date	Day	Location(s) and Time(s)
17-Aug	Monday	Zoom - 11:50am
18-Aug	Tuesday	
19-Aug	Wednesday	
20-Aug	Thursday	
21-Aug	Friday	Outside of 98c - 11:30am
22-Aug	Saturday	Home - 3:00pm
23-Aug	Sunday	Home - 7:20pm

Week 3 T		
Date	Day	Location(s) and Time(s)
24-Aug	Monday	Zoom - 11:50am
25-Aug	Tuesday	

26-Aug	Wednesday	Home - 11:10pm
27-Aug	Thursday	
28-Aug	Friday	House - 11:30am, Home 4:00pm
29-Aug	Saturday	
30-Aug	Sunday	Home - 11:00pm

Week 4 T		
Date	Day	Location(s) and Time(s)
31-Aug	Monday	Zoom - 11:30am
1-Sep	Tuesday	
2-Sep	Wednesday	98c - 4:45pm
3-Sep	Thursday	Home - 4:00pm, 8:00pm
4-Sep	Friday	Home - 9:50pm
5-Sep	Saturday	Home - 10:00pm
6-Sep	Sunday	Home - 8:30pm, 10:15pm

Week 5 T		
Date	Day	Location(s) and Time(s)
7-Sep	Monday	
8-Sep	Tuesday	
9-Sep	Wednesday	
10-Sep	Thursday	
11-Sep	Friday	98c - 10:30am
12-Sep	Saturday	
13-Sep	Sunday	

Week 6 T		
Date	Day	Location(s) and Time(s)

14-Sep	Monday	Home - 10:00pm
15-Sep	Tuesday	
16-Sep	Wednesday	Home - 11:00pm
17-Sep	Thursday	MakerLab - 4:15pm, 6:20pm
18-Sep	Friday	98c - 10:35am, Engineering - 1:15pm, Home - 7:15pm
19-Sep	Saturday	
20-Sep	Sunday	

Week 7 T		
Date	Day	Location(s) and Time(s)
21-Sep	Monday	
22-Sep	Tuesday	
23-Sep	Wednesday	98c - 2:30p
24-Sep	Thursday	
25-Sep	Friday	98c - 10:30a, home - 5:00p
26-Sep	Saturday	

27-Sep	Sunday	home - 12:45p, 3:50p, 6:30p
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Week 8 T		
Date	Day	Location(s) and Time(s)
28-Sep	Monday	SBS - 11:00a
29-Sep	Tuesday	
30-Sep	Wednesday	
1-Oct	Thursday	
2-Oct	Friday	98c - 10:30a, 12:30p
3-Oct	Saturday	
4-Oct	Sunday	

Week 9 T		
Date	Day	Location(s) and Time(s)
5-Oct	Monday	98c - 2:20p
6-Oct	Tuesday	

7-Oct	Wednesday	
8-Oct	Thursday	
9-Oct	Friday	98c - 10:20a
10-Oct	Saturday	
11-Oct	Sunday	

Week 10		
Date	Day	Location(s) and Time(s)
12-Oct	Monday	98c - 2:30p
13-Oct	Tuesday	
14-Oct	Wednesday	98c - 2:30p
15-Oct	Thursday	98c - 8:30a, South P - 7:50p
16-Oct	Friday	98c - 10:00am
17-Oct	Saturday	Ryan's House - 4:00pm
18-Oct	Sunday	

Week 11		
Date	Day	Location(s) and Time(s)
19-Oct	Monday	
20-Oct	Tuesday	
21-Oct	Wednesday	
22-Oct	Thursday	South P - 8:00pm
23-Oct	Friday	98c - 10:00am, home - 8:00pm

24-Oct	Saturday	
25-Oct	Sunday	

Week 12		
Date	Day	Location(s) and Time(s)
26-Oct	Monday	
27-Oct	Tuesday	
28-Oct	Wednesday	
29-Oct	Thursday	South P - 10:30p
30-Oct	Friday	98c - 10:30a
31-Oct	Saturday	Ryan's house - 1:00p
1-Nov	Sunday	

Week 13		
Date	Day	Location(s) and Time(s)
2-Nov	Monday	
3-Nov	Tuesday	
4-Nov	Wednesday	98c - 10:30a
5-Nov	Thursday	
6-Nov	Friday	98c - 10:30a
7-Nov	Saturday	
8-Nov	Sunday	

Week 14		
Date	Day	Location(s) and Time(s)
9-Nov	Monday	

10-Nov	Tuesday	South P - 8:00pm
11-Nov	Wednesday	home - 2:00pm
12-Nov	Thursday	South P - 8:00pm
13-Nov	Friday	98c - 10:40a, home - 1:30p
14-Nov	Saturday	
15-Nov	Sunday	

Week 15		
Date	Day	Location(s) and Time(s)
#VALUE!	Monday	
16-Nov	Tuesday	
17-Nov	Wednesday	
18-Nov	Thursday	South P - 3:00p, home - 11:30p
19-Nov	Friday	home - 2:00pm, 7:00p
20-Nov	Saturday	
21-Nov	Sunday	

TimeCard	
Activities & Contributions	Total Time (hours)
Setting up timecards for the fall and reading the post-mortem memo	0.166667
Post-Mortem Discussion and Action Plan (1 hour plan)	1
Completed the post-mortem report/memo	1
Weekly total	2.166667

TimeCard	
Activities & Contributions	Total Time (hours)
Discussed prototyping, fundraising, self-learning, Nova Kinetics, using past HPVC components, and purchasing (make a shopping list and email Dr. Oman)	0.333333
Discussing HPVC design and analyzing previous HPVC designs (1.5)	1.5
Introduction to Geometric Dimensioning and Tolerancing	1.5
Introduction to Geometric Dimensioning and Tolerancing, Memo Writing, Review Upcoming Assignments and Progress Updates	4.5
Weekly total	7.833333

TimeCard	
Activities & Contributions	Total Time (hours)
Discuss project updates and questions about the upcoming Hardware assignment	0.333333

Looked and tried getting into remote desktop applications for accessing dreamweaver, looked at website design templates, saved the individual professional photos	1.5
Prototyped with PVC to match the dimensions of our design (2), Started editing code in dreamweaver and adding content (1.25)	3.25
Prepping for the Hardware Review 1	0.5
Weekly total	5.5833333

TimeCard	
Activities & Contributions	Total Time (hours)
Discussed our current design and hardware application (PVC modeling)	0.5
Machine Shop Safety training and more analysis on previous HPVC designs	2.25
Lighting analysis and hardware memo (1), wind tunnel analysis (2)	3
Finished and sent in the Hardware Review memo	0.8333333
Wind Tunnel prototype application ideas and plans	0.5
Website (1), more working on the website (25min)	1.4166667
Weekly total	8.5

TimeCard	
Activities & Contributions	Total Time (hours)
PVC mockup and more frame analysis	2
Weekly total	2

TimeCard	
Activities & Contributions	Total Time (hours)

Force-Moment-Slope-Deflection analysis excel design tool (20 mins), Implementation Memo (20 mins)	0.6666667
Working on the website (30 minutes)	0.5
Working more on the website (45 mins), adding links to the website/reformatting documents/troubleshooting/adding document and project information content/compling pictures (5 hours + 40 mins)	6.4166667
more PVC modeling, discussed plans moving forward, troubleshooting the website (1 hour + 40 mins), more troubleshooting and perfecting the website (3 hours + 15 mins), adding content and uploading (1 hour + 30mins)	6.4166667
Weekly total	14

TimeCard	
Activities & Contributions	Total Time (hours)
Meeting with Dr. Wade to talk about wind tunnel testing 3D printed versions of our fairing designs, waiting on instructions for the attachment/useage of the holder (10mins)	0.1666667
Team meeting went over priority in building, reviewed which parts have been ordered, created action plans for building and attaching, informed the customer of our progress and plans, made a decision on what to do with the incorrectly shipped material, planned on how to attach the wheel to the design, talked with Sam about the braking system and how we will plan on integrating it (2 hours), worked on the implementation memo (45 mins)	2.75

Worked on the midpresentation - current state of the system: what the design currently looks like, tell what engineering requirements have been met and what still needs to be met, bill of materials - what has been bought/on its way/not purchased, provide the breakdown of who is doing what (1 hour + 25 mins), continued working on the presentation - added pictures of the current state of the system (10 mins), planned how the wheels are going to be integrated with the brakes and chain (1 hour + 45 mins)	3.3333333
Weekly total	6.25

TimeCard	
Activities & Contributions	Total Time (hours)
Reviewing the presentation and setting up to share the presentation, gave the presentation (40 mins in combination)	0.6666667
reviewed the received material, went over the building schedule, split the team between cutting/welding and bending, created a reviewed schedule for part manufacturing (1 hour), prepped the material for the back wheel supports with the lathe/grinder/welder, coped the frame with the vertical mills, assisted in setting up the welding area, tack welded the bottom tube to the front and rear wheel supports, cleaned up (4 hours)	5
Weekly total	5.6666667

TimeCard	
Activities & Contributions	Total Time (hours)
reviewed the bent roll cages, updated the team about incorrect 20in front wheel, tacked on the roll cage at 10 degrees, changed the front wheel to a regular wheel with caliper brakes as the disc brakes don't have enough clearance (4 hours)	4

cleaned the front wheel, grinded the new fork assembly, reviewed roll cage with the team and customer, updated the customer about the design, worked more on the individual analysis (c 2 hours)	2
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)
prepped and machined 1 seat mount (squared the block and added the main holes), worked on the Hardware Review, cleaned and organized our area in the machine shop (5 hours)	5
Prepared for the Hardware Review with Dr. Oman and presented our current work, gave the updated timeline (45 mins), troubleshooting the website layout + adding content to the website (c 2 hours)	2.75
helped load the material and design into Ryan's truck (10 mins)	0.1666667
measured out the crank set, verified the front tube length, and fine tuned the rear wheel's brakes so that they run smoothly (1 hour)	1
Weekly total	8.9166667

TimeCard	
Activities & Contributions	Total Time (hours)
created new pages for the website, asked for pdf content from the team	1
worked on the HPVC, met with Dr. Oman for the project updates, started fine tuning the front brakes (2), fixed the website issues and updated the content (5)	7

Weekly total	8

TimeCard	
Activities & Contributions	Total Time (hours)
edited the website (according to Dr. Oman's critiques) (30 mins)	0.5
worked on the lathe to make a derauliier cable stop, discussed the poster draft (c 2 hours)	2
taking promotional pictures, welded the harness bar, edited the brake lines, conducted test runs (2.5 hours)	2.5
Weekly total	5

TimeCard	
Activities & Contributions	Total Time (hours)
team updates, started the operations manual, minor adjustments to the design (brakes), test rode the design, planned things to do on Friday's meeting, decided on availability for showing off the final project (2 hours 30 mins)	2.5
fixed the chain, completed more of the operations manual, took pictures for the website and the operations manual, tested the design (turns and shifting) (3 hours 30 mins)	3.5
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)

added to the operations manual, proofread over other sections asked by Anu, looked over the final presentation sections asked by Anu (30 mins)	0.5
looked more into the final presentation, added content to the future work slides (1 hour c)	1
checked over the presentation video for Anu (10 min)	0.1666667
went over the final touches, discussed final deliverables, showed Dr. Oman our final product, took pictures of the design for the final product assignment, took more pictures for the website, watched Paolo test the design going down the San Fransisco hill (2 hours 20 mins), recording the videos for the final presentation	2.3333333
Weekly total	4
TimeCard	
Activities & Contributions	Total Time (hours)
formatted all the pictures, edited the home and about us page (7 hours), looked over sections in the report and poster (1 hour)	8
edited some parts of the report and made more changes to the website (1 hour), fixing the issues with the pictures on the projects page (2 hours)	3
Weekly total	11

Notes:

- 1. Only list activities relevant to the capstone c**
- 2. Consider quantity does not always equal qu**
- 3. Be honest and accurate.**
- 4. Do not delete previous weeks. If necessary,**
- 5. All cells must be written by you and not copi**

Notes

disc brake attachment (wrt to the wheels), the disc goes inside the fork right next to the wheel on the opposite side of the sprockets, this pattern goes for the front and rear wheels (as seen in the youtube video), once the disc is attached the wheel is spun to look for lateral movement (if such movement occurs, then the disc needs to be reset)

[disc brakes](#)

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**hide the rows later in the semester.
ied from teammates.**

Team Number:
 Team Name: HPVC
 Team Member: Paolo C Quattrociochi

Week 1 T		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	Zoom
13-Aug	Thursday	
14-Aug	Friday	Outside 98C
15-Aug	Saturday	Work from home
16-Aug	Sunday	

Week 2 T		
Date	Day	Location(s) and Time(s)
17-Aug	Monday	Zoom 1150
18-Aug	Tuesday	Udemy 1900
19-Aug	Wednesday	Udemy 1400
20-Aug	Thursday	Udemy 0800
21-Aug	Friday	Machine Shop 1130
22-Aug	Saturday	Home 1930 pm
23-Aug	Sunday	Udemy 2000

Week 3 T		
Date	Day	Location(s) and Time(s)
24-Aug	Monday	Zoom 1150
25-Aug	Tuesday	
26-Aug	Wednesday	
27-Aug	Thursday	
28-Aug	Friday	Paolo's House 1100
29-Aug	Saturday	Home 1200
30-Aug	Sunday	Home 0900

Week 4 T		
Date	Day	Location(s) and Time(s)
31-Aug	Monday	Zoom
1-Sep	Tuesday	

2-Sep	Wednesday	Building 98C
3-Sep	Thursday	
4-Sep	Friday	At home
5-Sep	Saturday	
6-Sep	Sunday	

Week 5 T		
Date	Day	Location(s) and Time(s)
7-Sep	Monday	
8-Sep	Tuesday	
9-Sep	Wednesday	Home 1100
10-Sep	Thursday	
11-Sep	Friday	Building 98C 1030
12-Sep	Saturday	
13-Sep	Sunday	Home 1200

Week 6 T		
Date	Day	Location(s) and Time(s)
14-Sep	Monday	98C 1030
15-Sep	Tuesday	
16-Sep	Wednesday	98C 1150
17-Sep	Thursday	
18-Sep	Friday	98C 1030
19-Sep	Saturday	Home 1200
20-Sep	Sunday	Home 0700

Week 7 T		
Date	Day	Location(s) and Time(s)
21-Sep	Monday	98C 1030
22-Sep	Tuesday	
23-Sep	Wednesday	98C 1030-1700
24-Sep	Thursday	
25-Sep	Friday	98C 1030-1700
26-Sep	Saturday	Home 0900-1200
27-Sep	Sunday	Home and 98C 1200-1500

Week 8 T		
Date	Day	Location(s) and Time(s)

28-Sep	Monday	98c 1030
29-Sep	Tuesday	98C 0830
30-Sep	Wednesday	98C 1200
1-Oct	Thursday	
2-Oct	Friday	98C 1030
3-Oct	Saturday	
4-Oct	Sunday	

Week 9 T		
Date	Day	Location(s) and Time(s)
5-Oct	Monday	98C 1400
6-Oct	Tuesday	Home 1700
7-Oct	Wednesday	98C 1030
8-Oct	Thursday	
9-Oct	Friday	98C
10-Oct	Saturday	
11-Oct	Sunday	

Week 10		
Date	Day	Location(s) and Time(s)
12-Oct	Monday	
13-Oct	Tuesday	
14-Oct	Wednesday	98C 1100
15-Oct	Thursday	
16-Oct	Friday	
17-Oct	Saturday	
18-Oct	Sunday	

Week 11		
Date	Day	Location(s) and Time(s)
19-Oct	Monday	98C 1100
20-Oct	Tuesday	
21-Oct	Wednesday	98C 1030
22-Oct	Thursday	
23-Oct	Friday	98C 1000
24-Oct	Saturday	
25-Oct	Sunday	

Week 12		
Date	Day	Location(s) and Time(s)
26-Oct	Monday	98C 1030
27-Oct	Tuesday	K&M Machine 1400
28-Oct	Wednesday	98C 1100
29-Oct	Thursday	
30-Oct	Friday	98C 1000
31-Oct	Saturday	
1-Nov	Sunday	

Week 13		
Date	Day	Location(s) and Time(s)
2-Nov	Monday	98C1030
3-Nov	Tuesday	
4-Nov	Wednesday	98C 1030
5-Nov	Thursday	98C 1500
6-Nov	Friday	98C 1030
7-Nov	Saturday	
8-Nov	Sunday	

Week 14		
Date	Day	Location(s) and Time(s)
9-Nov	Monday	
10-Nov	Tuesday	
11-Nov	Wednesday	Home 1200
12-Nov	Thursday	98C 1030
13-Nov	Friday	98C 1030
14-Nov	Saturday	98C 0930
15-Nov	Sunday	

Week 15		
Date	Day	Location(s) and Time(s)
#VALUE!	Monday	
16-Nov	Tuesday	
17-Nov	Wednesday	Home 1200
18-Nov	Thursday	Home 0900
19-Nov	Friday	Home 1000
20-Nov	Saturday	
21-Nov	Sunday	

Notes:

1. Only list activities r
2. Consider quantity c
3. Be honest and accu
4. Do not delete previ
5. All cells must be wr

TimeCard	
Activities & Contributions	Total Time (hours)
First meeting 486C	1
First in-person team meeting and Post Mortem assignments plan	1
Post Mortem Assignment	1.5
Weekly total	3.5

TimeCard	
Activities & Contributions	Total Time (hours)
11:50 Staff Meeting with Dr. Oman	0.5
GD&T Self Learning Online Videos	1
GD&T Self Learning Online Videos	1.5
GD&T Self Learning Online videos	2
Team Meeting	1.5
Draft Marketing emails	0.5
GD&T Self Learning Writeup and Demonstration	1.5
Weekly total	8.5

TimeCard	
Activities & Contributions	Total Time (hours)
Staff Meeting with Dr. Oman	0.5
PVC Prototype	2.5
CAD frame modifications	1
Hardware Review	1.5
Weekly total	5.5

TimeCard	
Activities & Contributions	Total Time (hours)
Hardware review presentation	0.5

Team Meeting	4
Hardware Review Memo	1
Weekly total	5.5

TimeCard	
Activities & Contributions	Total Time (hours)
Head tube research	1.5
Frame Design Layout and Calculations	2.5
Material selections, headtube assembly, final frame iteration	5
Weekly total	9

TimeCard	
Activities & Contributions	Total Time (hours)
Preparation and setup for Fabrication	3
Staff Meeting with Dr. Oman, team discussion	2
Team meeting and discussion	2
Headtube CAD model	1.5
Gear cutting calculations and preparations	2
Weekly total	10.5

TimeCard	
Activities & Contributions	Total Time (hours)
Material acquisition and frame CAD	6
Team Meeting, frame evaluation, and fabrication	7
Implementation Presentation	3
Implementation Presentation and CAD package	4
Weekly total	20

TimeCard	
Activities & Contributions	Total Time (hours)

Implementation Presentation & Frame bending calcs w/ Perry	3
Frame FEA with 1018	5
Frame FEA with 1018	2.5
Frame welding and fab	7
Weekly total	17.5

TimeCard	
Activities & Contributions	Total Time (hours)
Team meeting, continue frame fab/welding	6
Chain roller solution	1
Acquisition of components and continued fabrication	3
Continued fabrication of brake caliper and deraileur components and team meeting	5
Weekly total	15

TimeCard	
Activities & Contributions	Total Time (hours)
Seat mount design	1.5
Seat Mounting machine work, continue frame welding and modifications	8
Prep assembly for HW Review 2	1
Machining of seat mouting components	5
Weekly total	15.5

TimeCard	
Activities & Contributions	Total Time (hours)
HPVC build day	6
HPVC build day	4
HPVC build day	7
Weekly total	17

TimeCard	
Activities & Contributions	Total Time (hours)
Modified crank length to fit all riders	5
Rear chain roller	1
Complete rear chain roller and begin front roller	5
Weld final handlebars, chain rollers, and assist in chain	5.5
Weekly total	16.5

TimeCard	
Activities & Contributions	Total Time (hours)
Work on chain mounting and derailleur adjustments	6
Rebuild front fork and test	5
Weld front fork	3
Reassemble, adjust chain, adjust shifters, reinforce frame	8
Weekly total	22

TimeCard	
Activities & Contributions	Total Time (hours)
Assembly	3
CAD package and presentation	6
CAD package	4
CAD package and presentation	6
CAD Package	1.5
Weekly total	20.5

TimeCard	
Activities & Contributions	Total Time (hours)
Final Report	3
Final Report	3
Final Report and cleanup 98C	6
Weekly total	12

relevant to the capstone class.

does not always equal quality.

rate.

ious weeks. If necessary, hide the rows later in the semester.

written by you and not copied from teammates.

Team Number: [insert team number here]

Team Name: HPVC

Team Member: Ryan Podell

Week 1		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	Zoom
13-Aug	Thursday	
14-Aug	Friday	Outside 98C and Home
15-Aug	Saturday	
16-Aug	Sunday	

Week 2		
Date	Day	Location(s) and Time(s)
17-Aug	Monday	Home
18-Aug	Tuesday	Home
19-Aug	Wednesday	Home
20-Aug	Thursday	
21-Aug	Friday	Outside 98C and Home
22-Aug	Saturday	Home
23-Aug	Sunday	

Week 3		
Date	Day	Location(s) and Time(s)
24-Aug	Monday	Home/ Zoom
25-Aug	Tuesday	Home
26-Aug	Wednesday	
27-Aug	Thursday	Home/ Home Depot
28-Aug	Friday	Paolo's House
29-Aug	Saturday	
30-Aug	Sunday	Home

Week 4		
Date	Day	Location(s) and Time(s)
31-Aug	Monday	Zoom
1-Sep	Tuesday	

2-Sep	Wednesday	98C
3-Sep	Thursday	Home
4-Sep	Friday	Home/ Copper State Bolt and Nut
5-Sep	Saturday	
6-Sep	Sunday	

Week 5		
Date	Day	Location(s) and Time(s)
7-Sep	Monday	
8-Sep	Tuesday	Home
9-Sep	Wednesday	Absolute Bikes
10-Sep	Thursday	
11-Sep	Friday	98C
12-Sep	Saturday	Home
13-Sep	Sunday	

Week 6		
Date	Day	Location(s) and Time(s)
14-Sep	Monday	Home
15-Sep	Tuesday	
16-Sep	Wednesday	98C
17-Sep	Thursday	
18-Sep	Friday	Airport
19-Sep	Saturday	
20-Sep	Sunday	

Week 7		
Date	Day	Location(s) and Time(s)
21-Sep	Monday	
22-Sep	Tuesday	
23-Sep	Wednesday	Home
24-Sep	Thursday	
25-Sep	Friday	98C and Home
26-Sep	Saturday	
27-Sep	Sunday	Home

Week 8		
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Date	Day	Location(s) and Time(s)
28-Sep	Monday	Home and Absolute Bikes
29-Sep	Tuesday	
30-Sep	Wednesday	Absolute Bikes
1-Oct	Thursday	
2-Oct	Friday	98C
3-Oct	Saturday	Prescott
4-Oct	Sunday	

Week 9		
Date	Day	Location(s) and Time(s)
5-Oct	Monday	98C
6-Oct	Tuesday	
7-Oct	Wednesday	98C
8-Oct	Thursday	
9-Oct	Friday	98C and Home
10-Oct	Saturday	Home
11-Oct	Sunday	

Week 10		
Date	Day	Location(s) and Time(s)
12-Oct	Monday	EGR Building and Absolute Bikes
13-Oct	Tuesday	
14-Oct	Wednesday	98C
15-Oct	Thursday	98C
16-Oct	Friday	Home
17-Oct	Saturday	Home
18-Oct	Sunday	

Week 11		
Date	Day	Location(s) and Time(s)
19-Oct	Monday	98C
20-Oct	Tuesday	Home
21-Oct	Wednesday	Absolute Bikes and 98C
22-Oct	Thursday	
23-Oct	Friday	98C
24-Oct	Saturday	Home

25-Oct	Sunday	
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Week 12		
Date	Day	Location(s) and Time(s)
26-Oct	Monday	98C
27-Oct	Tuesday	
28-Oct	Wednesday	98C
29-Oct	Thursday	
30-Oct	Friday	98C
31-Oct	Saturday	Home
1-Nov	Sunday	

Week 13		
Date	Day	Location(s) and Time(s)
2-Nov	Monday	98C
3-Nov	Tuesday	
4-Nov	Wednesday	98C
5-Nov	Thursday	
6-Nov	Friday	98C
7-Nov	Saturday	
8-Nov	Sunday	Home

Week 14		
Date	Day	Location(s) and Time(s)
9-Nov	Monday	Home
10-Nov	Tuesday	Home
11-Nov	Wednesday	Home
12-Nov	Thursday	98C
13-Nov	Friday	Home
14-Nov	Saturday	
15-Nov	Sunday	

Week 15		
Date	Day	Location(s) and Time(s)
#VALUE!	Monday	
16-Nov	Tuesday	Home

17-Nov	Wednesday	Home
18-Nov	Thursday	
19-Nov	Friday	Home
20-Nov	Saturday	Home
21-Nov	Sunday	

Notes:

1. Only list activities r
2. Consider quantity c
3. Be honest and accu
4. Do not delete previ
5. All cells must be wr

TimeCard	
Activities & Contributions	Total Time (hours)
First meeting	1
Team meeting about post mortem assignment, Begin post mortem assignment	2
Weekly total	3

TimeCard	
Activities & Contributions	Total Time (hours)
Prototype BOM and Purchasing email	0.5
Self Learning	1.5
Self Learning	0.5
Team meeting, Self Learning	2.5
Self Learning	4
Weekly total	9

TimeCard	
Activities & Contributions	Total Time (hours)
Staff Meeting/ Prototype Purchasing Form	1
Emails and calls about prototype purchasing	0.5
Pick up prototype materials	0.75
Work on prototype frame	1.5
Hardware Review preparations	1
Weekly total	4.75

TimeCard	
Activities & Contributions	Total Time (hours)
Hardware Review	0.5

Test previous HPV and take machine shop basic safety	3
Machine Shop Safety test and Hardware Review Memo	1.5
Hardware Review memo, acquire sponsorship	1
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)
Email Steel Providers for Possible Sponsorships and ordering details	0.5
Acquire sponsorship for bike parts	1
PVC mock up and send purchasing list to absolute bikes for review and suggestions	2.5
Continue email communication with absolute bikes	0.5
Weekly total	4.5

TimeCard	
Activities & Contributions	Total Time (hours)
Purchasing for frame materials and bike parts	0.75
Staff Meeting, purchasing emails	1
Emails regarding purchasing issues and new orders	1
Weekly total	2.75

TimeCard	
Activities & Contributions	Total Time (hours)
Purchasing for bike parts and tools	0.5
Begin Frame Construction, Team Meeting, and	7
Midpoint Presentation	1
Weekly total	8.5

TimeCard	
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Activities & Contributions	Total Time (hours)
Midpoint Presentation and Talk about remaining parts	2.5
Meeting with owner about remaining parts needed	1
Team meeting and watch midpoint presentations	2
Road trip to bend roll cage	6
Weekly total	11.5

TimeCard	
Activities & Contributions	Total Time (hours)
Start cutting brackets and help with frame assembly	2.5
Meet with Paolo about some issues that came up as we begin manufacturing	1
Start building new forks, individual analysis	5
Finish forks and welding, finish assembling wheels	4
Weekly total	12.5

TimeCard	
Activities & Contributions	Total Time (hours)
Pick up parts and deliver to 98C	0.5
Build brake brackets, assist in other fabricating	6
Hardware review 2 meeting	0.5
Hardware review 2 memo, photos for NAU	1.5
Finish frame, mount harness, begin running brakes, chain and shifting cables	8
Weekly total	16.5

TimeCard	
Activities & Contributions	Total Time (hours)
Assist with seat mount and crank tube mount	3
Purchasing for McMaster Carr order	1
Pick up donor bike, strip of useful parts, assist in cable routing	2
Team meeting, work on handlebars, seat mount and	2
Chop off crank tube for adjustments, clean up frame,	2.5

Weekly total	10.5

TimeCard	
Activities & Contributions	Total Time (hours)
Assist with crank fitment and brake cables	2
Pick up handlebar materials, cut handlebars and harness	2
Work on brakes, chain rollers, and guides	3
Adjust and route cables, fit harness bar and hand controls, test	3
Weekly total	10

TimeCard	
Activities & Contributions	Total Time (hours)
Test and tune	3
Test and tune, change location of front derailleur, rebuild bent fork	3
Test and tune, relocate gussets, fix head tube	3
Disassemble and begin painting	2
Weekly total	11

TimeCard	
Activities & Contributions	Total Time (hours)
Finish Painting	2
Final Assembly of HPV	3
Assembly and Operations Manual	2
Assembly and Operations Manual	2
Final Deliverables	2
Weekly total	11

TimeCard	
Activities & Contributions	Total Time (hours)
Final Bill of Materials	2

Final Report	2
Final Report	2
Final Peer Eval	1
Weekly total	7

relevant to the capstone class.

does not always equal quality.

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ious weeks. If necessary, hide the rows later in the semester.

written by you and not copied from teammates.

Team Number: [insert team number here]
Team Name: HPVC
Team Member: Samantha Robbins

Week 1 T		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	Zoom (at home) 11:30 am
13-Aug	Thursday	
14-Aug	Friday	Outside 98C 11:30 am
15-Aug	Saturday	At home 1:00 pm
16-Aug	Sunday	At home 1:00 pm

Week 2 T		
Date	Day	Location(s) and Time(s)
17-Aug	Monday	Zoom 11:50 AM
18-Aug	Tuesday	
19-Aug	Wednesday	Home 11:30 AM
20-Aug	Thursday	
21-Aug	Friday	Machine Shop/47A 11:30 AM
22-Aug	Saturday	Home 10:30 AM
23-Aug	Sunday	Home 12PM

Week 3 T		
Date	Day	Location(s) and Time(s)
24-Aug	Monday	Zoom 11:50 AM
25-Aug	Tuesday	
26-Aug	Wednesday	
27-Aug	Thursday	
28-Aug	Friday	Paolo's house 11:30 AM
29-Aug	Saturday	
30-Aug	Sunday	Home 10:30 AM

Week 4 T		
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Date	Day	Location(s) and Time(s)
31-Aug	Monday	Zoom 11:30 AM
1-Sep	Tuesday	Home 10 PM
2-Sep	Wednesday	Bldg 98C 3PM
3-Sep	Thursday	Home 10 PM
4-Sep	Friday	
5-Sep	Saturday	
6-Sep	Sunday	

Week 5 T		
Date	Day	Location(s) and Time(s)
7-Sep	Monday	
8-Sep	Tuesday	
9-Sep	Wednesday	
10-Sep	Thursday	
11-Sep	Friday	Bldg. 98C 10:30AM
12-Sep	Saturday	
13-Sep	Sunday	Home 9Pm

Week 6 T		
Date	Day	Location(s) and Time(s)
14-Sep	Monday	Home 9PM
15-Sep	Tuesday	
16-Sep	Wednesday	11:30 AM Home
17-Sep	Thursday	
18-Sep	Friday	10:30 AM Bldg 98C
19-Sep	Saturday	
20-Sep	Sunday	10:30 AM Home

Week 7 T		
Date	Day	Location(s) and Time(s)
21-Sep	Monday	
22-Sep	Tuesday	
23-Sep	Wednesday	9:30 AM Bldg 98C
24-Sep	Thursday	

25-Sep	Friday	10:30 AM Home (zoom)
26-Sep	Saturday	
27-Sep	Sunday	8 AM Home

Week 8 T		
Date	Day	Location(s) and Time(s)
28-Sep	Monday	11 AM Home
29-Sep	Tuesday	
30-Sep	Wednesday	11:30 AM Home
1-Oct	Thursday	
2-Oct	Friday	10:30 AM 98C/home
3-Oct	Saturday	
4-Oct	Sunday	10:30 AM Home

Week 9 T		
Date	Day	Location(s) and Time(s)
5-Oct	Monday	2 PM 98C
6-Oct	Tuesday	
7-Oct	Wednesday	7 PM Home
8-Oct	Thursday	
9-Oct	Friday	10 AM 98C and 3 PM Home
10-Oct	Saturday	
11-Oct	Sunday	

Week 10		
Date	Day	Location(s) and Time(s)
12-Oct	Monday	
13-Oct	Tuesday	
14-Oct	Wednesday	2 PM 98C
15-Oct	Thursday	
16-Oct	Friday	9 AM 98C and home

17-Oct	Saturday	4 PM Ryan's House
18-Oct	Sunday	

Week 11		
Date	Day	Location(s) and Time(s)
19-Oct	Monday	
20-Oct	Tuesday	
21-Oct	Wednesday	2 PM 98C
22-Oct	Thursday	10 AM Home
23-Oct	Friday	10 AM 98C
24-Oct	Saturday	
25-Oct	Sunday	

Week 12		
Date	Day	Location(s) and Time(s)
26-Oct	Monday	
27-Oct	Tuesday	
28-Oct	Wednesday	
29-Oct	Thursday	
30-Oct	Friday	
31-Oct	Saturday	
1-Nov	Sunday	

Week 13		
Date	Day	Location(s) and Time(s)

2-Nov	Monday	
3-Nov	Tuesday	
4-Nov	Wednesday	10:30 AM 98C
5-Nov	Thursday	
6-Nov	Friday	10:30 AM 98C
7-Nov	Saturday	
8-Nov	Sunday	

Week 14		
Date	Day	Location(s) and Time(s)
9-Nov	Monday	5PM my house
10-Nov	Tuesday	
11-Nov	Wednesday	5PM my house
12-Nov	Thursday	
13-Nov	Friday	10:30 AM 98C and 10 PM my house
14-Nov	Saturday	
15-Nov	Sunday	

Week 15		
Date	Day	Location(s) and Time(s)
16-Nov	Monday	
17-Nov	Tuesday	
18-Nov	Wednesday	
19-Nov	Thursday	5 PM Home
20-Nov	Friday	10 AM Home
21-Nov	Saturday	
22-Nov	Sunday	

Notes:

- 1. Only list activities re
- 2. Consider quantity d
- 3. Be honest and accur
- 4. Do not delete previc
- 5. All cells must be wri

TimeCard	
Activities & Contributions	Total Time (hours)
Class zoom	1
In person team meeting - Post mortem	1
Post mortem assignment	1
Post mortem assignment	0.5
Weekly total	3.5

TimeCard	
Activities & Contributions	Total Time (hours)
Staff meeting with Dr. Oman	0.5
Self learning Udemy hole wizard videos	2
Team meeting, went over the old HPVC designs	1.5
Self learning SolidWorks tutorials	2
Self learning SolidWorks tutorials and write up	3
Weekly total	9

TimeCard	
Activities & Contributions	Total Time (hours)
Staff meeting with Dr. Oman	0.5
Team meeting/prototype building	2.5
Hardware review set up and write up	2
Weekly total	5

TimeCard	
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Activities & Contributions	Total Time (hours)
Hardware review presentation	0.5
Uploaded template for hardware memo	0.5
Team design and safety meeting	3
Hardware review write up for memo	2
Weekly total	6

TimeCard

Activities & Contributions	Total Time (hours)
Pvc mockup and roll cage design	2
Roll cage work (SolidWorks)	1
Weekly total	3

TimeCard

Activities & Contributions	Total Time (hours)
Researched and Set up Design Report Format	1
Staff meeting with Dr. Oman	1
Team meeting/prototype building	2
Roll Cage SolidWorks	2
Weekly total	6

TimeCard

Activities & Contributions	Total Time (hours)
Waited for materials, reviewed SolidWorks with other team member	3

team meeting, discussed project specific deliverables, implementation memo	3
Midpoint presentation writeup	2
Weekly total	8

TimeCard	
Activities & Contributions	Total Time (hours)
Reviewed team presentation/ midpoint presentations	1.5
Class/ midpoint presentations	1
Class/ midpoint presentations, team meeting, building vehicle	2
Reveiwed how to put on bicycle brakes, peer evals	2
Weekly total	6.5

TimeCard	
Activities & Contributions	Total Time (hours)
Worked on manufacturing HPVC	4
Individual Analysis	2
Worked on manufacturing HPVC and individual analysis	6
Weekly total	12

TimeCard	
Activities & Contributions	Total Time (hours)
Manufactured parts	5
Capstone pictures, measurements for roll cage and worked on Hardware Review Two Memo	3

Installed front brake line, took measurements for the crank shaft and found backup plan for steering stem	1
Weekly total	9

TimeCard	
Activities & Contributions	Total Time (hours)
Helped the team manufacture parts, worked on the brakes, handlebar ideas and seat mount	4
Created pdfs of the team assignments for Allison and the website	1
Helped the team manufacture parts, worked on the brakes, handlebars, seat mount and drive train	3
Weekly total	8

TimeCard	
Activities & Contributions	Total Time (hours)
Worked on lathe to manufacture front shifter cable holder. Helped with the derailleur manufacturing with Allison. Went over draft of poster with Allison and Anu	3.5
Worked with Allison, Anu and Ryan to adjust rear shifter, attach cables for brakes and shifter and weld harness bar. Shifters, brake levers and handles were attached to handlebar. Test rides were done.	2.5
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)

Met with the team to work on fork and chain. Started work on the operations manual.	2.5
Met with the team to work on fork and chain. Started work on the operations manual. Test drove the vehicle.	3.5
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)
worked on operations manual	0.5
Worked on my slides and wrote out what to say in the videos	2
10:30 - met with the team to do final testing, take pictures and do official final product show off with Dr. Oman. 10PM - finished up final presentation with Anu and Allison	5
Weekly total	7.5

TimeCard	
Activities & Contributions	Total Time (hours)
Worked on final report (Design Changes and some editing within the document)	2
Worked on final report (future work, postmortem, editing)	8
Weekly total	10

relevant to the capstone class.

does not always equal quality.

rate.

ious weeks. If necessary, hide the rows later in the semester.

ritten by you and not copied from teammates.

Team Number: [insert team number here]

Team Name: HPVC

Team Member: Sebastian Ruvalcaba

Week 1 T		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	Zoom 11:30am
13-Aug	Thursday	
14-Aug	Friday	Outside Building 98C NAU Campus 11:30am
15-Aug	Saturday	At Home
16-Aug	Sunday	At Home

Week 2 T		
Date	Day	Location(s) and Time(s)
17-Aug	Monday	Zoom 11:50am
18-Aug	Tuesday	
19-Aug	Wednesday	
20-Aug	Thursday	At Home
21-Aug	Friday	NAU Campus Machine Shop @ 11:30am
22-Aug	Saturday	At Home
23-Aug	Sunday	At Home

Week 3 T		
Date	Day	Location(s) and Time(s)
24-Aug	Monday	Zoom 11:50am
25-Aug	Tuesday	

26-Aug	Wednesday	
27-Aug	Thursday	
28-Aug	Friday	Paolo's House - 11am
29-Aug	Saturday	
30-Aug	Sunday	At Home

Week 4 T		
Date	Day	Location(s) and Time(s)
31-Aug	Monday	At home
1-Sep	Tuesday	
2-Sep	Wednesday	98C @ 3 PM
3-Sep	Thursday	At Home
4-Sep	Friday	
5-Sep	Saturday	
6-Sep	Sunday	

Week 5 T		
Date	Day	Location(s) and Time(s)
7-Sep	Monday	
8-Sep	Tuesday	
9-Sep	Wednesday	
10-Sep	Thursday	
11-Sep	Friday	98C @ 10AM
12-Sep	Saturday	
13-Sep	Sunday	

Week 6 T		
Date	Day	Location(s) and Time(s)
14-Sep	Monday	

15-Sep	Tuesday	
16-Sep	Wednesday	At home
17-Sep	Thursday	
18-Sep	Friday	Building 98C @ 10:30am
19-Sep	Saturday	At home
20-Sep	Sunday	

Week 7 T		
Date	Day	Location(s) and Time(s)
21-Sep	Monday	
22-Sep	Tuesday	
23-Sep	Wednesday	
24-Sep	Thursday	
25-Sep	Friday	98C @ 10:30am
26-Sep	Saturday	
27-Sep	Sunday	At home

Week 8 T		
Date	Day	Location(s) and Time(s)
28-Sep	Monday	Zoom @ 11:30am
29-Sep	Tuesday	
30-Sep	Wednesday	Zoom @ 11:30am
1-Oct	Thursday	
2-Oct	Friday	Team Meeting 98C @ 10:30am Zoom @ 11:30am
3-Oct	Saturday	Team Meeting 9am
4-Oct	Sunday	

Week 9 T		
Date	Day	Location(s) and Time(s)
5-Oct	Monday	At home

6-Oct	Tuesday	At home
7-Oct	Wednesday	
8-Oct	Thursday	At home
9-Oct	Friday	Machine Shop @ 10am
10-Oct	Saturday	
11-Oct	Sunday	

Week 10		
Date	Day	Location(s) and Time(s)
12-Oct	Monday	
13-Oct	Tuesday	
14-Oct	Wednesday	machine shop @ 12
15-Oct	Thursday	
16-Oct	Friday	Projects Room at 9 am
17-Oct	Saturday	
18-Oct	Sunday	

Week 11		
Date	Day	Location(s) and Time(s)
19-Oct	Monday	98C @ 1 pm
20-Oct	Tuesday	
21-Oct	Wednesday	
22-Oct	Thursday	98C @ 4pm
23-Oct	Friday	98C @ 12:30
24-Oct	Saturday	Ryans House @ 11am
25-Oct	Sunday	

Week 12		
Date	Day	Location(s) and Time(s)

26-Oct	Monday	98C 11am
27-Oct	Tuesday	
28-Oct	Wednesday	
29-Oct	Thursday	
30-Oct	Friday	98c at 2pm
31-Oct	Saturday	
1-Nov	Sunday	

Week 13		
Date	Day	Location(s) and Time(s)
2-Nov	Monday	98C at 2pm
3-Nov	Tuesday	
4-Nov	Wednesday	98C at 10:30am
5-Nov	Thursday	
6-Nov	Friday	98C at 11am
7-Nov	Saturday	
8-Nov	Sunday	Ryan's House at 12pm

Week 14		
Date	Day	Location(s) and Time(s)
9-Nov	Monday	Ryans House @ 4pm
10-Nov	Tuesday	
11-Nov	Wednesday	
12-Nov	Thursday	At home

13-Nov	Friday	98C @10:30am
14-Nov	Saturday	
15-Nov	Sunday	

Week 15		
Date	Day	Location(s) and Time(s)
16-Nov	Monday	
17-Nov	Tuesday	
18-Nov	Wednesday	
19-Nov	Thursday	At home
20-Nov	Friday	At home
21-Nov	Saturday	At home
22-Nov	Sunday	

Notes:

1. Only list activities re
2. Consider quantity d
3. Be honest and accur
4. Do not delete previc
5. All cells must be wri

TimeCard	
Activities & Contributions	Total Time (hours)
First Class Meeting	1
First team meeting to discuss ME 476C post mortem assignment	1
Worked on post mortem assignment and answered first two questions	1
Reformatted and filled out timecard for week 1	0.5
Weekly total	3.5

TimeCard	
Activities & Contributions	Total Time (hours)
Staff meeting with Dr. Oman to discuss team updates and funding	0.5
Began research on self-learning assignment. Found useful videos and began Udemy course on CFD	3
Team meeting where we took a look at previous HPV projects and designs	1.5
Finished watching tutorials and created a Solidworks model of a fairing design to run a CFD analysis on	4
Finalized Self- Learning Report and filled out weekly timecard	3
Weekly total	12

TimeCard	
Activities & Contributions	Total Time (hours)
Staff Meeting with Dr. Oman to discuss updates with design and purchasing	0.5

Worked on building a frame prototype out of PVC pipe	2.5
Worked on powerpoint presentation for hardware review meeting and filled out weekly time card	1.5
Weekly total	4.5

TimeCard	
Activities & Contributions	Total Time (hours)
Worked on Solidworks fairing concept	1
Aired tires up on previous HPV models and test rode them. Also ran through machine shop safety training	4
Completed Shop Safety Training Test and worked on team hardware review memo	1.5
Weekly total	6.5

TimeCard	
Activities & Contributions	Total Time (hours)
Looked over HPV under stairs in engineering building and worked on frame pvc prototype. Also established fairing dimensions and further design options	2.5
Weekly total	2.5

TimeCard	
Activities & Contributions	Total Time (hours)

Worked on Solidworks model of fairing	2
Team meeting to discuss plan of action. Looked at wind tunnel in preparation for wind tunnel testing.	2
Continued work on solidworks fairing concept	2
Weekly total	6

TimeCard	
Activities & Contributions	Total Time (hours)
Team meeting with client. Also began construction of the frame. Worked on implementation memo as well.	7
Worked on midpoint presentation	2
Weekly total	9

TimeCard	
Activities & Contributions	Total Time (hours)
Midpoint Presentations	0.833
Midpoint Presentations	0.833
Midpoint Presentations Begin manufacturing of HPV frame	6
Trip to Prescott to have roll cage tube bent into shape	6
Weekly total	13.666

TimeCard	
Activities & Contributions	Total Time (hours)
Researched and made phone calls about obtaining a seat. Contacted Ryan to submit funding request for the seat order.	1

Worked on individual analytical analysis.	3
Completed work and writing of the individual analytical analysis	4
Team meeting for planning, fabricated front fork, troubleshooted problems with front wheel	4
Weekly total	12

TimeCard	
Activities & Contributions	Total Time (hours)
Worked on the HPV. Fabricated brake caliper brackets. mounted seat	8
Team meeting and pictures for the NAU website	2
Weekly total	10

TimeCard	
Activities & Contributions	Total Time (hours)
Fabricated a kickstand and assisted with crank tube welding	3.5
Team meeting for planning. Worked on seat mounting fixtures	3
fabricated mock handlebars and mounted the seat. Took the human powered vehicle for its maiden voyage downhill with no drivetrain	3.5
Removed the crank tube and grinded off welds to re weld the corrected tube size. reinforced kick stand	2
Weekly total	12

TimeCard	
Activities & Contributions	Total Time (hours)

Fabricated mockup handlebars and test rode down hill for testing with handlebar prototype	4
Cut chain to length and mounted to bike. Tightened everything up for maiden voyage	3
Weekly total	7

TimeCard	
Activities & Contributions	Total Time (hours)
Repaired Pulaski HPVC and returned to its' location under the engineering building stairs. Also helped tune the front derailer on the bike and test rode to check for gear changes. Also tested riding through bumpy environments to ensure chain stays on gears	4
Team meeting with client to discuss final steps for HPVC. Decided on HPV name Icarus. Tested drivetrain components and overall vehicle performance. Discovered front fork not strong enough for design and head tube has released from point due to heat from welding	4
Addressed problems with head tube. Made repairs and fine tuned chain and drive train components	3
Dissassembled and prepped vehicle for paint. Also spray painted the frame.	2
Weekly total	13

TimeCard	
Activities & Contributions	Total Time (hours)
Spray painted rest of the frame	2
Reviewed Operation Manual, made edits, and created presentation slides for the final presentation	2.5

Final Touches on HPV. Met with Dr. Oman to present final project. Also took team pictures with client Professor Perry Wood	2
Weekly total	6.5

TimeCard	
Activities & Contributions	Total Time (hours)
Worked on the team poster and final report. Also completed senior exit survey	4
Finalized editing and writing for the team poster and the final report	3
Worked on final peer eval	0.5
Weekly total	7.5

relevant to the capstone class.

does not always equal quality.

rate.

ious weeks. If necessary, hide the rows later in the semester.

ritten by you and not copied from teammates.

Team Name: HPVC
 Team Member: Anuththara Alujjage

Week 1 TimeCar		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	
13-Aug	Thursday	
14-Aug	Friday	Outside 98C (11:30AM-12:30PM)
15-Aug	Saturday	At home (10:00-11:00AM)
16-Aug	Sunday	

Team Name: HPVC
 Team Member: Allison Bedrin

Week 1 TimeCar		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	
13-Aug	Thursday	Home - 12:00pm
14-Aug	Friday	Outside of 98c - 11:30am
15-Aug	Saturday	
16-Aug	Sunday	Home - 5:00pm

Team Name: HPVC
 Team Member: Paolo C Quattrociocchi

Week 1 TimeCar		
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Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	Zoom
13-Aug	Thursday	
14-Aug	Friday	Outside 98C
15-Aug	Saturday	Work from home
16-Aug	Sunday	

Team Name: HPVC
Team Member: Ryan Podell

Week 1 TimeCar		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	
13-Aug	Thursday	
14-Aug	Friday	Outside 98C and Home
15-Aug	Saturday	
16-Aug	Sunday	

Team Name: HPVC
Team Member: Samantha Robbins

Week 1 TimeCar		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	Zoom (at home) 11:30 am
13-Aug	Thursday	
14-Aug	Friday	Outside 98C 11:30 am
15-Aug	Saturday	At home 1:00 pm
16-Aug	Sunday	At home 1:00 pm

Team Name: HPVC
 Team Member: Sebastian Ruvalcaba

Week 1 TimeCard		
Date	Day	Location(s) and Time(s)
10-Aug	Monday	
11-Aug	Tuesday	
12-Aug	Wednesday	Zoom 11:30am
13-Aug	Thursday	
14-Aug	Friday	Outside Building 98C NAU Campus 11:30am
15-Aug	Saturday	At Home
16-Aug	Sunday	At Home

Team Semester Summary

Team Name: HPVC

Team ID	Student Name	Week 1 Total
HPVC	Allujage, Anuththara	2
HPVC	Bedrin, Allison	2.166666667
HPVC	Podell, Ryan	3
HPVC	Quattrociocchi, Paolo	3.5
HPVC	Robbins, Samantha	3.5
HPVC	Ruvalcaba, Sebastian	3.5

d	
Activities & Contributions	Total Time (hours)
First in person meeting	1
Postmortem assignment	1
Weekly total	2

d	
Activities & Contributions	Total Time (hours)
Setting up timecards for the fall and reading the post-mortem memo	0.16666667
Post-Mortem Discussion and Action Plan (1 hour plan)	1
Completed the post-mortem report/memo	1
Weekly total	2.16666667

d

Activities & Contributions	Total Time (hours)
First meeting 486C	1
First in-person team meeting and Post Mortem assignments plan	1
Post Mortem Assignment	1.5
Weekly total	3.5

d

Activities & Contributions	Total Time (hours)
Team meeting about post mortem assignment, Begin post mortem assignment	2
Weekly total	2

d

Activities & Contributions	Total Time (hours)
Class zoom	1
In person team meeting - Post mortem	1
Post mortem assignment	1
Post mortem assignment	0.5

Week 8 Total	Week 9 Total	Week 10 Total	Week 11 Total	Week 12 Total	Week 13 Total	Week 14 Total	Total Hours to Date
							2
							2.166667
							3
							3.5
							3.5
							3.5