Course and Contact Information

Instructor(s): Morris Jones
Project Graduate Coordinator: Morris Jones
Project Advisers.

Your EE297A adviser(s) will also be your EE297B adviser(s). In special circumstance that you must change your project adviser(s), approvals from current project advisers and Graduate Coordinator are required.

Your EE297A adviser can deny to serve as your EE297B adviser based on your performance. (Especially if you get a NC) In this special circumstance, you need to discuss with Graduate Coordinator to resolve the issue.

Office Location: E295 – Online
Telephone: (408) 507-4698 (cell)
Email: morris.jones@sjsu.edu
Office Hours: Th 4:30-5:30 By appointment

Class Days/Time: Meet the Graduate Coordinator the first Friday of the semester. Other meetings will be announced via emails by Graduate Coordinator. Have regular meetings with your project adviser(s) throughout the semester as scheduled by your project adviser(s). Make sure to follow the instructions on Canvas.

Classroom: TBD sjsu.instructure.com (Canvas)

Prerequisites:

GPA Requirement: Students admitted Fall 17 and after should be classified with an overall GPA 3.3 or above (Graduate coordinator can waive this requirement under certain conditions). Students admitted before Fall 17 should be classified with an overall GPA of 3.0.

GWAR Requirement: Satisfaction of GWAR or completion of EE295 or EE295 to be taken concurrently.

Having plan to graduate in 2 semesters (EE297A & EE297B or should be taken in the last two semesters)

Course Description

Written project proposal development for research/design project, subsequently culminating the MSEE work in EE 297B. An approved application for EE 297A registration including project title and abstract and graduate seminar participation required.

Notes:

- Your project adviser defines the proposal format and contents. The master project proposal guidelines and cover pages are both available at on class canvas.
- One (1) or two (2) students per project only, more than two (2) students per project is NOT allowed. Your project adviser can break a large project into several smaller projects such that no more than two students per project.
• Enroll into EE297A by filling out EE297A Application form and submit the form to EE office for add code. The EE297A application form is available at link below: http://ee.sjsu.edu/files/public/Documents/MSEE/Forms/EE297Aform.pdf

Course Format

Technology Intensive, Hybrid, and Online Courses

The class will be Hybrid with online instruction and lab work until the COVID-19 restrictions lift. The restrictions may not suddenly lift, but may be a progressive change of restrictions. The instructor will make all lectures available online if/when the course returns to campus.

The class will use technology for instruction and lab work. This requires Internet connectivity, a computer, a web cam is a plus for adviser interaction, and presentations. Most laptops have a webcam built-in. Students may be required to perform work in a remote access lab using industrial tools. This will require the SJSU free VPN software. (Search the SJSU website for VPN), and possibly a RDP client program (Free in MS, MAC, and linux)

Faculty Web Page and MYSJSU Messaging

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on the Canvas learning management system course website. (sjsu.instructure.com) You are responsible for regularly checking with the messaging system through MySJSU/Canvas to learn of any updates.

Check in regularly with your adviser to find out what they expect from you during the semester.

Course Goals

Upon successful completion of this course, students will be able to:
1. Understand and practice critical thinking
2. Understand requirements and translate them to a specification
3. Understand capabilities and limitations of engineering methods and tools
4. Demonstrate an ability to use industry acceptable methods to specify, plan, design, debug, and demonstrate a project concept.
5. Use critical thinking to add something to the art of engineering.
6. Prepare readable well organized documentation describing what is to be done, how it is to be done, why an approach is recommended, and instruct, inform, and enlighten other engineers.

Critical thinking has been described as:

A person who thinks critically can ask appropriate questions, gather relevant information, efficiently and creatively sort through this information, reason logically from this information, and come to reliable and trustworthy conclusions about the world that enable one to live and act successfully in it. ... critical thinking mimics the well-known method of scientific investigation: a question is identified, an hypothesis formulated, relevant data sought and gathered, the hypothesis is logically tested and evaluated.

i. Students who can think critically can:
1. Determine what information is required to achieve an objective, find that information, and apply it
2. Create designs from limited information
3. Design tests that can prove that a design meet a specification
4. Identify design errors, and adjust a design to meet specifications
5. Ask meaningful questions after exhausting available resources when seeking help.
A course goal is students learn to enjoy a master project through a *hand-on* approach.

**Required Texts/Readings**

**Textbook**
There is no text book.

**Other Readings**
Your adviser may require you to perform research and read papers from literature. Most of this can be found in the SJSU library.

**Other technology requirements / equipment / material**
The class will use technology for instruction and possible lab work. This requires Internet connectivity. Students will need a computer, internet connectivity, and software to interact with the course, and your project advisor.

**Library Liaison**
If you need help with library materials, contact the Engineering Liaison Librarian, Rachel Silverstein rachel.silverstein@sjsu.edu

**Course Requirements and Assignments**
The grading for EE297A is CR/NC (Credit/No-Credit). To achieve credit in the class, a student must

1. Complete and submit (on canvas) on time (see the schedule on the last page) a project proposal and turn-it-in report approved by his/her project adviser, by his/her project co-adviser (is exists) and Graduate Coordinator.
2. Be evaluated as satisfaction by his/her project adviser based on his/her performance in implementing the initial project work phases.

“Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/studying, or course related activities, including but not limited to internships, labs, and clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.”

**Plagiarism:**
You are expected to perform original writing on your proposal. All proposals must be submitted on canvas and will be checked for plagiarism. It is expected students will get a score of 15% or less. If you get more, and your adviser feels it is OK, they can write an exception letter, and send it to the graduate coordinator. The tool counts exact matches, paraphrasing, and phrase usages.

*The turnitin tool is not interactive. Expect delays of 24 hours after submission for a report on all but your first submission.*

Make sure you run drafts of your proposal through the submission before the deadline in case the proposal requires plagiarism revision.
Expected student involvement:

1. Students are expected to spend about 1 hour/week in meetings/correspondence with advisers, invest about 40 hours total in proposal writing, and dedicate about 120 hours to initial project work during the semester.
2. In addition, policy S12-3 makes the following statement: “Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of forty-five hours over the length of the course (normally 3 hours per unit per week with 1 of the hours used for lecture) for instruction or preparation/studying or course related activities including but not limited to internships, labs, clinical practical. Other course structures will have equivalent workload expectations as described in the syllabus.”
3. EE297A will exceed this minimum requirement.

Final Examination or Evaluation

“Faculty members are required to have a culminating activity for their courses, which can include a final examination, a final research paper or project, a final creative work or performance, a final portfolio of work, or other appropriate assignment.”

This is a project course, and the final exam will be project progress submitted to your project advisor.

Grading Information

The grade is CR/NC, and is determined by your advisor for on time submission of a quality proposal, and achieving adequate project progress this semester. Please discuss your grade status with your advisor if you have any concerns.

Grade determination

CR = An signed acceptable (masters level rigor and no plagiarism) project proposal submitted on time.
NC = Anything else

An Incomplete (I) is only given for genuine emergencies outside a student’s control.

Classroom Protocol

Students will turn their cell phones off or put them on vibrate mode while in class. They will not answer their phones in class. Students whose phones disrupt the course and do not stop when requested by the instructor will be referred to the University Judicial Affairs Officer. University

Zoom Classroom Etiquette

- Mute Your Microphone:
  - To help keep background noise to a minimum, make sure you mute your microphone when you are not speaking.
- Be Mindful of Background Noise and Distractions:
  - Find a quiet place to “attend” class, to the greatest extent possible.
Avoid video setups where people may be walking behind you, people talking/making noise, etc.
Avoid activities that could create additional noise, such as shuffling papers, listening to music in the background, etc.

- Position Your Camera Properly:
  - Be sure your webcam is in a stable position and focused at eye level.

- Limit Your Distractions/Avoid Multitasking:
  - You can make it easier to focus on the meeting by turning off notifications, closing or minimizing running apps, and putting your smartphone away (unless you are using it to access Zoom).

- Use Appropriate Virtual Backgrounds:
  - If using a virtual background, it should be appropriate and professional and should NOT suggest or include content that is objectively offensive or demeaning.

Students will keep all conversations on the Chat box positive and professional. Students who violate this will be referred to the University Judicial Affairs Officer, and may be blocked from future class zoom meetings.

This course or portions of this course (i.e., lectures, discussions, student presentations) will be recorded for instructional or educational purposes. The recordings will only be shared with students enrolled in the class through Canvas. The recordings will be deleted at the semester end. If, however, you would prefer to remain anonymous during these recordings, then please speak with the instructor about possible accommodations (e.g., temporarily turning off identifying information from the Zoom session, including student name and picture, prior to recording).

**Students are not allowed to record without instructor permission**

Students are prohibited from recording class activities (including class lectures, office hours, advising sessions, etc.), distributing class recordings, or posting class recordings. Materials created by the instructor for the course (syllabi, lectures and lecture notes, presentations, etc.) are copyrighted by the instructor. This university policy (S12-7) is in place to protect the privacy of students in the course, as well as to maintain academic integrity through reducing the instances of cheating. Students who record, distribute, or post these materials will be referred to the Student Conduct and Ethical Development office. Unauthorized recording may violate university and state law.

It is the responsibility of students that require special accommodations or assistive technology due to a disability to notify the instructor, and register with the AEC.

Students are required to follow the University COVID-19 policy whenever they come to campus. Check the SJSU website often for the latest information as requirements from several layers of government change frequently. They are included below, but may change.

**Before Coming to Campus (as of 8/10/20. Check on www.sjsu.edu for any updates)**

297A students can only come to campus if invited by their advisor to accomplish things that cannot be performed remotely.

The students must fill out and obtain permission from the Deans office, complete required COVID training, and fill out appropriate online forms for each visit. Note that at this time the campus is closed until February 15 due to increased COVID levels in Santa Clara County.
Symptom Monitoring

Students, faculty, and staff who have been instructed or permitted to return to campus must conduct symptom monitoring every day before traveling to (or, for on-campus residents, moving through) campus. You must be free of ‘ANY’ symptoms potentially related to COVID-19.

At this time, these symptoms include one or more of the following:

1. Cough
2. Shortness of breath or difficulty breathing
3. Fever
4. Chills
5. Repeated shaking with chills
6. Runny nose or new sinus congestion
7. Muscle pain or body aches
8. Headache
9. Sore throat
10. Fatigue
11. Nausea
12. Vomiting
13. Diarrhea
14. New GI symptoms
15. New loss of taste or smell

You may not return to campus if you have:

Traveled to/from a country that has been flagged by the Centers for Disease Control and Prevention's (CDC) travel advisory within the last 14 days,

Been in close contact with someone who has traveled to/from one of the countries on the CDC’s travel advisory within the last 14 days,

Tested positive for COVID-19. The local Public Health Department will be notified by the testing agency when an individual tests positive for COVID-19. Even if you aren’t exhibiting symptoms, SJSU requests that you complete a “Reporting a Case of COVID-19” online form. A report case manager will contact you shortly after the initial survey. They will offer support resources and inquire about recent on-site activity and university related contacts that could require notification.

Contact Tracing

If you test positive for COVID-19 in Santa Clara County, someone from the County of Santa Clara’s contact tracing team will contact you. This procedure is used to help inform you of care and resource options, as well as help identify other people you might have come in contact with, in order to properly take precautions to prevent the spread of the virus. You will be interviewed on the following topics:

1. Symptom monitoring and care access:
   a. How are you feeling;
   b. Do you have access to a primary care provider? If not, you will be provided resources on how to be connected to one;
   c. How to monitor your symptoms;
   d. How to properly isolate and quarantine yourselves in their residence;
   e. If you cannot safely isolate and quarantine yourself in their residence (e.g., no private space to do so), you will be referred to housing resources and services.
2. You are considered a close contact of a COVID-19 positive person if you were within 6 feet for 15 minutes or more, regardless of whether either person was wearing a face covering, during the period the COVID-19 positive person is considered contagious.

Contact tracers will then follow-up with the individuals identified by you in order to notify them, encourage them to quarantine themselves, educate them on self-monitoring, and provide resources as needed. They will also be interviewed for potential individuals they were in contact with within a certain time period and contact tracing protocols will be repeated with those individuals.

Please note, that contact tracers will never ask for financial information, social security numbers, or for immigration status/citizenship.

**Populations at Higher Risk for COVID-19 Infection**

According to the CDC, individuals with certain conditions may have a higher risk for COVID-19 infection. Those conditions may include:

1. Older adults (aged 65 years and older)
2. People with HIV
3. Asthma (moderate-to-severe)
4. Chronic lung disease
5. Diabetes
6. Serious heart conditions
7. Chronic kidney disease being treated with dialysis
8. Severe obesity
9. Being immunocompromised

**University Policies**

Per [University Policy S16-9](http://www.sjsu.edu/senate/docs/S16-9.pdf), relevant university policy concerning all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on [Syllabus Information web page](https://www.sjsu.edu/curriculum/courses/syllabus-info.php). Make sure to visit this page to review and be aware of these university policies and resources.

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**San Jose State University**  
**Electrical Engineering Department**  
**EE Department Honor Code**

The Electrical Engineering Department will enforce the following Honor Code that must be read and accepted by all students.

"I have read the Honor Code and agree with its provisions. My continued enrollment in this course constitutes full acceptance of this code. I will NOT:

1. Take an exam in place of someone else, or have someone take an exam in my place  
2. Give information or receive information from another person during an exam  
3. Use more reference material during an exam than is allowed by the instructor  
4. Obtain a copy of an exam prior to the time it is given  
5. Alter an exam after it has been graded and then return it to the instructor for re-grading  
6. Leave the exam room without returning the exam to the instructor."

**Measures Dealing with Occurences of Cheating**

- Department policy mandates that the student or students involved in cheating will receive an "F" on that evaluation instrument (paper, exam, project, homework, etc.) and will be reported to the Department and the University. A student's second offense in any course will result in a Department recommendation of suspension from the University.
Additional Information

All course papers, documents and correspondence shall be written to graduate level writing standards. The course uses IEEE format for citations.
EE297A/MSEE Project Proposal, Spring 2021, Course Schedule

Dates and assignments can change with class notice. Please check on Canvas for each assignment.

Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topics, Readings, Assignments, Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/29/21</td>
<td>Introduction Meeting on Zoom. 10:00 AM Pacific Time</td>
</tr>
<tr>
<td>02/10/21</td>
<td>Last day to submit docusigned EE297A form</td>
</tr>
<tr>
<td>02/15/21</td>
<td>Last Day to add the course</td>
</tr>
<tr>
<td>03/26/21</td>
<td>Last day to create proposal and submit for docusign</td>
</tr>
<tr>
<td>03/29/21</td>
<td>Spring Break – No class</td>
</tr>
<tr>
<td>04/02/21</td>
<td>Spring Break – No class</td>
</tr>
<tr>
<td>04/12/21</td>
<td>Last day to upload advisor approved docusigned proposal to Canvas website</td>
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<tr>
<td>05/06/21</td>
<td>Submit Statement of post proposal accomplishments on Canvas</td>
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<td>Final exam. Advisors will evaluate your proposal and project progress. Likely done at semester end.</td>
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In addition to these departmental dates, You need to apply for graduation candidacy next December. Typically before the first week in April. Please check the GAPE website for the exact date and application requirement when posted. [https://www.sjsu.edu/gape/current_students/deadlines/](https://www.sjsu.edu/gape/current_students/deadlines/)