

IE399 Summer Training – Report Guidelines

A report should contain three parts.

Part 1. Fill out the Company Identity Card

Part 2. Write a report of maximum 3 pages that explains the production (manufacturing or service) system from an IE perspective.

Part 3. Write a report of maximum 10 pages. In this report, analyze the system to detect an area that requires improvement. Define a legitimate industrial engineering and/or operations research problem. Analyze this problem by supporting with relevant data. Develop a model that can be used to solve the problem to optimize the specified performance measure(s). During this process, conduct a literature survey to search for alternative modeling and solution approaches that can be adopted for your problem.

Part 4: If you have worked in a group in the process of "Problem Definition", "Problem Analysis" and "Model Development" phases of Part 3, specify the following in 1 page:

(1) Who were in the group? Give names, and positions in the firm. Specify if they are industrial engineers.

(2) Describe the contribution of each person in the group to the work you have described.

(3) Describe your role in the group. Specify the tasks you have carried out.

If you have not worked in a group, write a report on what could have been different in your work if you had worked in a group.