

SUGGESTED CONTENT FOR FINAL REPORT

Please note that there is no single outline that we want you to adopt. This is only a suggestion.

Always remember that your names and Bilkent University IE Department will be on the title page, meaning that these reports are likely to be used for further test of ideas, in the company as well as at Bilkent.

General Remarks: This is the final report of a project that took several months, with several “candidate” industrial engineers on board. We expect that the report should reflect this work, as well as to be a starting point for another team to start new projects. Therefore, we expect that you write everything clearly, concisely and properly. Please, **DO NOT** describe the approaches you have just taught about it. Remember that, the final report is not a historical sketch of the work you have done. Of course, in the course of analysis if you have worked on alternatives and finally selected one of them you **MUST** mention those alternatives, as well as why you have not considered them further; this is a very important information. It is simply an account for an engineering work, with identification of a problem and how you solved it.

Suggested Contents:

1. Identification of an Engineering Problem
Provide a very short description and some general information about the company and its service/manufacturing system. Include “System Analysis” which resulted in the identification of the problem. State the problem definition, performance measures and deliverables.
2. Model Development - Proposed System
 - a) Inputs and outputs of the proposed system
 - b) Major components (subsystems or elements)
 - c) A simple flowchart that schematically describes inputs and outputs, and the relations between the major elements of the system would be very beneficial. (This will provide the conceptual model of the system)
 - d) Detailed description of the models/policies that you have developed for the entire system or for each element of the system
 - e) Solution – approaches and methods. Platforms needed for the solution of the stated problems.
3. Validation, and statement of project’s possible contribution to the company
4. Integration of the results to company’s existing system and Implementation Plan
5. Conclusions, with future work suggestions

References and Appendix: You are expected to refer references you have used throughout the text. Please, use proper citation and list of references. Make sure that you do not miss any, so that you will not be suspected of academic dishonesty. Please make sure that each appendix clearly describes the information you place and is not a “garbage can”.