



**TECHNOLOGY EDUCATION**  
**"HANDS ON" PROJECT GUIDELINES**  
**SKYLINE MIDDLE SCHOOL**  
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**"Hands-On" Project Guidelines** (MAIN FILES, and Due Work Checklists are to be completed before starting this sheet!)

These projects are to be worked on when ALL other written company required work is completed. Simulations are available, and will be completed successfully prior to beginning any "hands-on" project work.

No actual "hands-on" project work will be started until a properly developed project plan has been completed, submitted to the teacher, and has been signed off and approved. Any students in poor academic standing ("D" or below) will not be allowed to work "hands-on".

ALL designs are to abide by school and local guidelines, and are to positively promote Skyline MS, ethnic groups, and diversity.

If a design proposal is in any way questionable as to copyright infringements, or is in any way negative in spirit or tone, it will be denied. In extreme circumstances, the "hands-on" project privileges and possibilities will be revoked. Think through your proposals.

Use your BEST judgment, think ahead, and remember, "*Prior Proper Planning Prevents Poor Production Performance*". If you are unable to adequately demonstrate an ability to think and "be nice", you will be instead working on simulations, and textbook assignments, when others in class are working with lab tools and equipment safely, and productively.

Companies are to remain in good standing at all times, and are to show their utmost responsibility during lab start-up, while working, and during lab clean-up to qualify for some or all of the following projects dependant on time available:

<input type="checkbox"/> 1 Company Video Production & Company Files CD / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Company DVD / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 T-Shirt / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Mouse Pad / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Can Wrap / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 2 Coasters / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Electronics Kit / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 CO2 Car / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Balsa wood Bridge / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Delta Dart Flyer / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Desk Name Plate / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Door Plate / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 [ ]Plastic or [ ]Wooden Clock / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 "Aero-Garden" Grown Plant / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Vacuum Formed 5"x5" project / Group	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> 1 Plastic Desk Photo Frame / Individual	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> Other: _____ / Individual	Date Completed: ___/___/___	Score: ___/100
<input type="checkbox"/> Other: _____ / Group	Date Completed: ___/___/___	Score: ___/100

**SPECIAL NOTE:**

**Projects are subject to time and material availability, tool and equipment usage and blade/bit/belt costs, and the feasibility of your design. Be sure to plan ahead!**

All specific safety and project related procedures are to be learned and followed prior to any project work, utilizing the lab processes available such as sublimation, heat transfer, silk screening, vacuum forming, woodworking and safety, etc. Students are expected to volunteer to assist with lab start-up and clean-up, and should pay close attention to class time to be sure all is taken care and cleaned up prior to the end of class. ALL Applicable Project Quizlabs are to be completed FIRST (Safety Requires 100% Accuracy).

All companies are to work out the disbursement of project items chosen amongst themselves in an equitable and reasonable manner. Team members unable to reasonably negotiate terms will simply loose their "hands-on" project privileges.

Any company that violates any lab safety policies and procedures will forfeit the above mentioned projects. ALL SKMS SCHOOL & LAB RULES WILL APPLY AT ALL TIMES, whether in the classroom, or wood lab areas.

- Other projects available under specific conditions will be as follows:
- Plastic Models, Lego Mindstorms RCX and/or NXT systems, electricity/electronics labs, maglev vehicles, and so on.
  - Other related projects might be feasible depending on availability (such as those materials brought from home)

**Projects are to be presented to the class during "Company Presentations".**

**Projects will be graded on quality, design, craftsmanship, time management, productivity, how well the processes and content were learned, originality, and how well the project matches the planning process.**

**REMEMBER:**

**Projects are a privilege and not a right... Be Responsible whether using a pencil, sitting in a chair, using a remote control, or tool...**





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**"HANDS ON" PROJECT WORKSHEET**

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Participant  
Name(s): \_\_\_\_\_

Written  
Project  
Proposal:

Sketches  
of your  
Design(s):

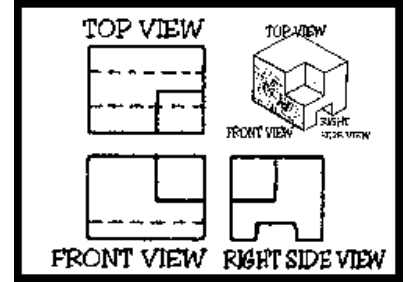
**Steps to be taken:**

(Begin with *Planning*; *Learning of required processes*; *Prototype Development*; *Manufacturing*; *Presentation*; and end with *Evaluation*.)

1. **Planning:**
  
2. **Learning of Required Processes (including Safety, and Product Research):**
  
3. **Prototype Development (Mock-ups):**
  
4. **Manufacturing of actual product:**
  
5. **Presentation of the finished product:**
  
6. **Evaluation of the overall process and finished product:**

Project  
Notes:

**Sample:**



**Working Drawings** (Front View, Top View, Right Side View, & Sketch):

*(Be sure to attach and include any actual pattern sheets used, as well as a picture or sample print of your final project.)*

Drawing by:	Project Name:	Class:	Period:	Date:
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