

Manufacturing Readiness Review

[Date]

Please include the following things in your manufacturing readiness review:

Engineering Drawings

- Front, Top, Side, and Isometric
- Fully Dimensioned with Tolerances
 - Crucial dimensions should be labeled with the appropriate tolerances.
 - If no tolerance is given, the following will be assumed:
 - 1.234 means +/- 0.0005"
 - 1.23 means +/- 0.005"
 - 1.2 means +/- 0.05"
 - etc. . .
 - Threaded features should be labeled with thread pitch and diameter.

Parts Orders

- Filled out Purchase Approval Forms (part#, cost, next cheapest price)
- If you need stock this needs to be ordered by (date)
- Means of obtaining stock if not being ordered

Sponsorship information

- Contact info including name, phone, address, e-mail
- Parts donated

Manufacturing Timeline

- Create personal timeline for each part or assembly with at least weekly, preferably biweekly, entries of milestones
- If parts need special treatment (anodizing, heat treat, etc.) this needs to be scheduled

Parts/ Assembly	Date

Leaders and Faculty Advisors must approve your manufacturing plan by [Date]. Feel free to submit earlier and often until your plan is approved. If questions arise regarding your part, the leaders and faculty advisors will ask you to present your information for review.