WSU Final Report Guidelines for the PSM EPE Program Internship (EE 701)
Updated: February 7, 2019

Time Schedule:

1. A proposal must be turned in to the WSU Program Coordinator by the end of week 1 of the semester. Please see separate document for the proposal template. After possible revisions, this must be accepted by the end of week 3.

2. A progress report to the Program Director and WSU Committee Chair by the end of week 7. This should include a statement about progress towards completing the project (500 words or less) and may include a request for changes to the original proposal. If so, the WSU committee will respond within one week.

3. A Draft report must be turned in to the WSU Committee by the end of week 12 of the semester to give the WSU Committee time for evaluation and request for possible additions and/or revisions.

Report content:

1. Cover Sheet: Statement: This report is submitted in partial fulfillment of the internship requirement for the Professional Science Masters in Electric Power Engineering at Washington State University.
   Title:
   Student Name:
   WSU Advisor:
   Local Mentor: with concurrence statement (see below for format)
   Date:

2. Report (expected to be 10-15 pages including diagrams and references). Additional material may be appended in an Appendix is necessary.

   Sections:
   • Relationship of Internship to PSM classes (200 words or less)
   • Internship Activities (300 words or less)
   • Internship Results and Summary: This section must include enough technical detail to allow the local WSU mentor and WSU faculty to evaluate the technical content of the internship work
   • References

Supervisor/Mentor Statement:
I approve this report to be submitted for fulfillment of the internship requirement (EE 701) for the Professional Science Master’s in electric Power Engineering.

Printed Name __________________________________________________________
Signature ____________________________________________________________ Date _______