**DATE:** *2017-09-09*

**REVISION:** -

**TO:**

AE460 Class

**FROM:**

Greg Marien, AE460 Instructor

# OBJECTIVE

Review the System Requirements Documents (SRD) for CAS, APT and SSBJ. After reviewing the SRD’s, investigate and document comparable aircraft by researching on-line, library or other sources to compare with the design task.

Document the various aircraft and important characteristics that make the aircraft comparable to the SRD. Also document the shortcomings of the aircraft to meet the requirement.

Document at least two aircraft per each SRD (total of 6 aircraft).

# SUMMARY

Received 59 of 62 Aircraft Research memos, which have been graded IAW the Statement of Work (SOW) requirements. Each memo has been provided with redline feedback, which have been compiled and presented below.

# FEEDBACK

Some key points will be shown in class from student memos.

SOW requirements will be reviewed in class to show illustrate some of the feedback.

Highly recommend, if not require, teammates read your work and provide redlines. I guarantee, it will make you a better technical writer!

## Content

* Leave OBJECTIVE unchanged. No reason to change it. And in some cases, it was changed, eliminating the assignment requirements.
* When writing, continue to follow standard essay type writing, i.e. Opening, body and “solid” conclusion. Many occasions found hard to follow the thoughts of the author. Don’t be afraid to start a new paragraph when starting a new subject, point or idea.
* Do not use pronouns and write in passive voice.
* When presenting units, use Customary US units, not SI.
* When comparing two aircraft, convert units/adjust values, i.e. don’t compare knots to M, to ensure an apples and apples comparison.
* Pictures of the aircraft you are discussing is a plus. Readers like pictures, as they are “worth a thousand words.”
* References are required in memos too, use IEEE format, see SOW. Word has a good feature for do it.
* Comparison of aircraft comment “Odd Comparison” does not mean it’s wrong. But should also include two viable candidate that closely match the SRD. I will explain in class why the non-conforming aircraft are also good to review.
  + Some examples include:
    - Propeller driven airplanes when jet aircraft are the only possibility
    - B-1 for CAS
    - Concorde and Tu-144 for SSBJ

## Format

* Staple pages, do not turn in folded page corners.
* Don’t forget pages numbers, per the SOW.
* Tables need a Caption, i.e. Table 3-1 Close Air Support Evaluation. Use Word to add the Caption. Figured and Equations also need captions. By using the Word feature, it will make the tables of contents very easy to create.
* When table overflow to the next page, need to add the header on both pages. Better yet, format it in such a way to keep a table on a single page.
* Do not change the format of the memo.
* Do not use Google docs, as in previous years will cause formatting pains that you won’t believe.
* Staple the pages together at a minimum. No folded corners.