Team Name

1-2 sentence mission statement.

SMALL Picture of team and/or RockSat-XN payload

Student Names

Advisor Names

School Names

Submittal Date
1.0 Mission Statement (0.5 page)
This section should contain a detailed mission statement for your project. Include goals and objectives for your mission and what you expect to learn from this mission.

2.0 Mission Requirements and Description (1-2 page(s))
This section should detail the requirements you were designing to and imposed by the mission you selected. Any additional requirements you placed upon your team should be discussed here (i.e. RockSat/Wallops). A discussion and/or overview of the mission, including background should be discussed in this section. Overall drawings or sketches can be included here to clarify or justify requirements but use drawings judiciously.

3.0 Payload Design (2 – ?? pages)
This should be a major section of your report. Please include the details of your design and how your team came to this final design. This section could explain the trade studies that led to the final design. Features of the design should be highlighted and how the design meets the mission requirements. Pictures, diagrams, graphs and other visuals should be included here. Mass and monetary budgets should be briefly discussed. The expected data should be discussed. Special features of your design should be discussed at length. A Functional Block Diagram is REQUIRED to be included in this section. Details on the main components and systems of your payload should also be included.

4.0 Student Involvement (0.5 – 1 page)
This section should include the names and majors of all students involved with your mission. Each student’s role and responsibility should be briefly discussed. An organization chart would be appropriate in this section as well as a team picture.

5.0 Testing Results (1 – 2 page(s))
This section should detail the testing program your payload went through and the results of these tests as well as any action taken from the results.

6.0 Mission Results (4–?? pages)
This is the other major section of your final report. This section should detail your results with pictures, tables, graphs etc. This section should leave the reader with a sense of how well your payload performed and why it performed the way it did (or didn’t). This is the most important section of your report and should communicate how well your payload performed. What was learned? Did the payload function as designed? If the payload did not function as designed, failure analysis should be completed for lessons learned. Will the data you retrieved be used for a larger purpose? (i.e. publication)
7.0 Conclusions (0.5 to 1 page)
This section should make conclusions from Section 6.0. This section may be
difficult for those that did not get any data. If that is the case, use this section to
discuss your payload failure and how your team determined the cause of failure (a
summary of your full failure analysis in Section 6.0.)

8.0 Potential Follow-on Work (0.5 to 1 page)
This section should discuss briefly how this mission could continue and if it is
worth continuing. A brief list of improvements or ways to learn and discover
further information should be listed.

9.0 Benefits to the Scientific Community (0.5 to 1 page)
This section is pretty obvious. Discuss how and why this mission could be applied
to current research in its field. Don’t be afraid to go out on a limb with your
statements.

10.0 Lessons Learned (1 to 2 page(s))
Use this section to discuss what you learned from this experience and what you
would not let happen if this payload were flown again. This discussion should
stay focused on your mission and not so much on the program logistics. This
section is extremely important because future participants will probably look at
your mistakes and try to learn from them. Lessons learned are an essential part of
the final documentation of a project to ensure the advancement of those involved
as well.

11.0 Appendices
Any additional figures, charts, data, or conclusions that you feel are relevant but
not worth placing in the main body of this report. This is the place to show off
work that was completed that could be useful as a reference to those that want
more than the body presents. Go wild! 😊

Please try to keep with this format so it is easier for the reviewers. Please keep same font
and section names. Reports will be reviewed by Chris Koehler and then forwarded to
Wallops Flight Facility and Andøya Space Center. You may be asked for revision
changes before they are sent to the Wallops Mission Manager. Please contact Chris
Koehler with any questions or concerns at rocksatxn@gmail.com. I understand that
documentation isn’t the most exciting aspect of this project/experience, but completing
this report will not only help bring closure to your project, but will demonstrate the value
and impact of the RockSat programs.