



# Chemical Engineering 234

## Chemical Engineering Laboratory I

### INSTRUCTIONS TO THE VISITING TEAM

The *Instructions to the Visiting Team* memo acts as a cover memo for the Preliminary Responsibility Team's (PRT) *Laboratory Manual*. It should outline the specific experiments the Visiting Team (VT) will perform. In the planned experiments for the VT's, your team should limit the number of runs so the VT has time to work up some of the data during laboratory.

**PLEASE NOTE:** In addition to the Laboratory Manual that your team will supply to the visiting teams, your team must develop an assessment instrument to evaluate the success of the visitation. This evaluation represents important results that your team will present at the end of the semester. The instrument will probably take the form of a series of final exam type questions that evaluates what important theoretical or physical phenomena aspects the visiting students gleaned from the visitation, i.e., "Did the students meet your team's learning objectives?" Your team may also wish to survey the visiting team as another way to generate feedback.

The *Instructions to the Visiting Team* memo should address:

- **What experimental work will the VT perform and why?**
  - State your experimental and design objectives.
- **What specific experiments will the VT perform and how?**
  - Refer them to the Experimental Procedure section in the *Laboratory Manual*.
  - Refer the VT to the specific set of experiments (Design Table) given as a memo attachment. Your design may change as you learn more about your project. Yes, "*Engineering is Revision.*"
- **What results does the PRT anticipate the VT will find?**
  - Refer them to your Physical Phenomena and Model sections in the *Laboratory Manual*.
  - For example, "The temperature and pressure should increase if ..."
- **How should the VT work up and present the data?.**
  - Refer them to Sample Calculations section in the *Laboratory Manual*.
  - For example, "Present the data in a four-column table as shown in Sample Calculations."
  - Encourage them to model data with SAS and provide model(s).
- **What special safety and sampling precautions should the VT know about.**
  - Reiterate any special safety precautions.
  - For example, "Remember to open Valves A, B and C before you start the pump." or "If you do not get an indication of flow, check ..."