



COLLEGE OF ENGINEERING
Ca/VIEW-Virtual Instruction for the Engineering World
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August 9, 2007

Dear Colleague:

Welcome to EECS 245! My name is Sarah Bergbreiter, and I will be your course consultant for the *Introduction to MEMS Design* NTU course NEEM 6441 taught by Professor Kris Pister. The lecture tapes were recorded in Spring 2005 and include the latest material on MEMS design.

I received my B.S.E.E. from Princeton University in 1999 and my M.S. from UC Berkeley in 2004. As a Ph. D. student in Prof. Pister's lab studying MEMS and robotics, I am currently working on the design and fabrication of an autonomous jumping microrobot. This project involves a good deal of the material covered in this course from fabrication techniques to actuators. In addition, working in the UC Berkeley Microfabrication Laboratory enables me to interact with a number of other students working on MEMS projects as part of the Berkeley Sensor and Actuator Center.



Sarah Bergbreiter

EECS 245 is one of the most useful and interesting classes at Berkeley. It is the primary class for students interested in learning about MEMS and should provide you with an excellent background as well as exposing you to some of the more interesting and critical topics in state-of-the-art MEMS design. While working on course assignments and project, you will need access to a layout editor, as well as SUGAR; an open-source MEMS simulation software package developed here at UC Berkeley which requires the use of MATLAB. I will be watching the lectures each week along with you. If you have any questions, please do not hesitate to contact me. My office hours and other critical information are detailed in the course information packet distributed with this letter. If you wish to reach me outside my regular office hours, call the Cal VIEW office at (510) 642-5776, and they will contact me. I will return your call promptly.

Five conference calls will be scheduled for this semester. I will facilitate three of them and other two will be held by Professor Pister. I will have an introductory conference call at the beginning of the semester, followed by two more calls, one mid-semester and the last one before the final exam. Professor Pister will host two conference calls with the students during the run of the course. The engineers enrolled in EECS 245 will undoubtedly have a wide variety of backgrounds and specialties, and conference calls will provide the opportunity for all of us to benefit and learn from each other's questions and personal expertise.

This course will have 5 homeworks, which will be distributed throughout the semester, as well as a final exam and a project. The tentative due dates will be emailed shortly, although they might be adjusted later in the semester. The grading for the course will be weighted as follows:

Homework:	30%
Project:	30%
Final Exam:	40%

I encourage you to take advantage of the resources available to you this semester. Especially take advantage of my office hours (TBA) and make sure you keep up with the lecture material!

Homework can be turned in via email (in PDF format) or hard copy through the regular mail. In the case of an emergency, where you are not able to have your assignment postmarked by the due date, you may FAX it to us by 5 p.m. (Pacific time) on the due date. Please turn in your homework on time; this will allow a short turn-around for correcting and grading. Late homework will lose 20% credit for each day that it is late. You may turn in homework up to 2 weeks past the due date and it will still be corrected. If your homework is 5 or more days late you will not get credit. All items should be addressed to my attention at the Cal VIEW Office, 205 McLaughlin Hall #1702, College of Engineering , University of California, Berkeley, CA 94720 - 1702. The phone number is (510) 642-5776 and the Fax number is (510) 643-5877.

Also included in this packet is a sheet of return labels for your convenience when you return your homeworks. If you need additional labels just let the CalVIEW office know, and they will send you more. Also, please make a copy of everything you send me, in case work disappears en route, and MAKE SURE to put your name, the course number (NEEM 6441) and the homework number on anything you turn into office. The program office staff receive a lot of correspondence from students and it can be difficult for them to forward homeworks when there is no name, homework number or class name indicated.

Please read over the information included in this folder as it hopefully should answer most if not all your questions regarding the administration of this course. Also be sure to fill out the enclosed Student Background Questionnaire, attaching a photo of yourself if one is available. The questionnaire is due with your first homework assignment.

I took this course from Professor Pister in 2000, and I'm sure you will find it as interesting and useful as I did. I wish you a successful and fulfilling semester and look forward to working with you.

Sincerely,

Sarah Bergbreiter