

Attendees: Kayden Chad Hatem Majed

### Action Items For Review: (15 min)

AI:21 Chad

Build a unit for synchronizing the power system in the advanced power lab to the Avista system. This action item is going to change to configuring a SEL-351 so that it can be used to synchronize the system. I plan to get a copy of the 351 documentation at work. (10/16)  
Due 11/15

AI:23 Kayden Due Friday 10-9 (evening) **Done**

Will send out an update on the Snapshot documentation he has so far.

AI:24 Majed Due 10/9 **Done**

Print off the transcript and have client and sponsor sign it

AI:25 Stephanie Due 10/23 **Done**

Check on SEL T-Shirts. Stephanie found sweatshirts, so she asked for sizes. Kayden provided the sizes to Stephanie so that she could get them.

## New Agenda Items

Review goals for lab on Sunday Evening:

Chad

- Get the cerebot talking to the encoder

Majed

- Conduct one of the tests, it has not been picked yet
- Hoping to get the hardest one out of the way
- Work on the RSCAD tutorial

Hatem

- Hook the load bank directly to the machine

Kayden

- Put on paper the connections to the VFD and the board. Create a list of registers that would be nice to see written to. (Change reference or increase/decrease speed).
- Mostly planning research, probably not too much hands on.
- Filmography

Review SNAPSHOT day.

- What went well?

- The team dialogues seemed effective. Dr. Hess gave some good suggestions regarding getting our voltages down to measureable levels with cascaded op-amps.
- The slide set was excellent. Statements were in complete sentences, the slides looked professional.
- Kayden liked the method of having a single point to gather all the information and get that information into the slides. He especially called out the information that Hatem had provided, as this gave great content for the slide dealing with modeling the power system.
- We learned from all of the people we spoke to.
- The black wall board
- What should we improve?
  - We didn't get to talk to non-engineering types where we used simple language.
  - More pictures on the display will probably bring in more audience
  - Combine the project name and sponsor page
  - Dress similar so we look like a team
  - Create a list of industry standards for the specification sheet
  - Create a visual of what Byte-Back means
- Is there best practices from other teams we want to incorporate next time?
  - IRL pictures
  - Create a 3-D aspect of presentation
- What insight did we gain from questions we received?
  - New ways to modify signal levels
  - Connecting the load bank
  - Need for speed display
  - We found our display was really good!

Kayden has an updated Gantt chart that includes items from Majed and Hatem. We will review the Gantt if there is time and start talking about time in the power lab each week.

Team is waiting on feedback from Dr. Johnson regarding the client interview transcript.

Majed and Hatem will be working with Andy opportunistically throughout the semester for learning.

## New Minutes

AI:26 Kayden 10/18

Bring your "Go-Pro" to Lab on Sunday Evening for interview with Andy Miles

AI:27 Kayden 10/23 (update)

10/16/2015

Byte-Back Team Agenda / Minutes

Lab work on Sunday will carry through the week.

AI:28 Kayden 10/23

Add snapshot day in December to the Gantt chart

AI:29 Majed 10/23

At least 3 or 4 procedures will be written up lab time.