

# CAPSTONE: SEA SCANNERS

## MINUTES OF EIGHTH INSTRUCTOR MEETING

A virtual meeting of the Sea Scanners team along with project instructors/advisors Dr. Herbert Hess and Dr. Feng Li was held on Friday, November 20, 2020 over the Zoom conference platform. Ethan Morris was the designated recorder.

The meeting began at 4:30 p.m. (PST).

Attendance was noted. All present members are listed below.

The team received feedback on their design review from Dr. Li and Dr. Hess

- Dr. Hess gave the team a written assessment of the review
- The team needs to get a thermo-management design worked out
  - Dr. Hess advised to find a solution for the stepper motor that does not involve keeping the motor on all the time to maintain position
- The timeline has to be better balanced
  - The team need to organize the timeline such that we use it and that it works for us
- The completeness of the design was not well communicated
  - The team needs to connect the different parts of the design better
  - The team should give a good picture of the overall design
- The team did a good job presenting
- Keep the “plug-and-play” idea in mind for the design
- For visual aids, avoid putting in random pictures that are not a part of the design
- The team should try to avoid constantly leaving the powerpoint to show documents that could have been put on the powerpoint
- The sponsor should be mentioned in the presentation

Dr. Li and Dr. Hess left the meeting at 4:58 p.m. (PST)

The team discussed things to do over the next few days.

- The team will meet next week to record their design review and send it to the client
- Ethan will create a document formatting the organization of future team meetings
- The team needs to utilize the project schedule well and communicate clearly where they are all at in their tasks

The meeting was virtually adjourned at 5:08 p.m. (PST).

Respectfully Submitted,

Ethan Morris

Member of the Sea Scanners Team

**Members Present:**

Sea Scanners Team

Dr. Herbert Hess

Dr. Feng Li