

ME 424 Robotic Workcell Project

Team Meeting Agenda

June 16, 2016

12:30pm

GJ 108 (Design Suite)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins

I. Old Business

a. Review of Assigned Tasks

- i. Come up with at least two ideas for team names – all
- ii. Prepare questions for instructor meeting Monday – all

II. New Business

- a. Getting to know each other
- b. General project discussion
- c. Preparation for instructor meeting on Monday

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Robotic Workcell Project

Instructor Meeting Agenda

June 20, 2016

11:00am

TLC 247 (Classrom)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins, Mike Maughan

I. Old Business

- a. Accomplishments from previous meeting
 - i. Team Name: “Do-All Robotics”
 - ii. List of Questions for our Client Meeting
 - iii. Division of Labor (Robotics / Workcell restructuring)

II. New Business

- a. Prepare rough timeline
- b. Go over client questions
- c. Preparation for client meeting on Tuesday

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Do-All Robotics

Client Meeting Agenda

June 21, 2016

11:00am

GJ 108 (Design Suite)

Type of Meeting: Client Meeting

Meeting Invitees: Steve Beyerlein, Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins

I. Old Business

- i. Team Name: “Do-All Robotics”
- ii. Introductions “Getting to know each other”

II. New Business

- a. Questions for client
- b. Prepare list of deliverables
- c. Create rough timeline for project milestones
- d. Client communication protocol

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Do-All Robotics

Team Meeting Agenda

June 23, 2016

12:30pm

GJ 108 (Design Suite)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins

I. Old Business

- a. Review of Assigned Tasks
 - i. Research on programming robots – Ryan & Jacob
 - ii. Research on new work cell design – Adam & Bridger

II. New Business

- a. Future team building activity
- b. General project discussion
- c. Go over schedule and budget
 - i. What purchases are we planning on?
- d. Preparation for Monday
 - i. Problem Statement
 - ii. Target specs
 - iii. Relevant system diagrams

III. New Assigned Tasks

- a. See work breakdown structure

IV. Closing Remarks

Do-All Robotics
Instructor Meeting Agenda

June 27, 2016

11:00am

GJ 108 & via Phone Call or Skype

Type of Meeting: Instructor Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Mike Maughan

I. Old Business

- a. Accomplishments from previous week
 - i. Making the robot move/basic programming
 - ii. New work-cell design
 - iii. Previous teams' documentation

II. New Business

- a. Problem Statement Development
- b. Project Deliverables
- c. Bridger's Absence
- d. Legality of including DENSO documentation in deliverables
- e. Required Purchases

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Do-All Robotics

Team Meeting Agenda

June 30, 2016

12:30pm

GJ 108 (Design Suite)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil

I. Old Business

a. Review of Assigned Tasks

- i. Create CAD of new workcell design - Adam
- ii. Generate outline for instruction manual – Ryan
- iii. Research previous programs/work on WinCAPS - Jacob

II. New Business

- a. Meeting with Dave/getting turned with Dr. B
- b. Are we on schedule?
- c. Metrics for design details
- d. Prep for due dates next Thursday
- e. Boeing Trip

III. New Assigned Tasks

- a. See work breakdown structure

IV. Closing Remarks

Do-All Robotics
Instructor Meeting Agenda

July 5, 2016
11:00am
GJ 108 (Design Suite)

Type of Meeting: Instructor Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins, Mike Maughan

I. Old Business

- a. Getting Bridger up to speed
- b. Accomplishments from previous week
 - i. Work-cell design & pedestal design
 - ii. Outline for instruction manual
 - iii. Work on robotic programming, specifically WinCAPS
- c. Problem Statement

II. New Business

- a. Preparation for due date on Thursday
 - i. Wiki Page
 - ii. Portfolio
 - iii. Logbook
- b. Schedule for 2nd half of class

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Do-All Robotics

Team Meeting Agenda

July 7, 2016
12:30pm
GJ 108 (Design Suite)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins

I. Old Business

- a. Review of Assigned Tasks
 - i. Work-cell design (especially pedestals) - Adam
 - ii. First & Second Section of Manual – Ryan
 - iii. BOM and price quote for second arm - Jacob

II. New Business

- a. SEL tour in Lewiston tomorrow
 - i. Meet in Steam Plant parking lot at 7:30am tomorrow
 - ii. Business causal – nice shirt, pants, close toed shoes
- b. Finish all things due today at COB
 - i. Wiki page
 - ii. Portfolio
 - iii. Logbooks w/review form

III. New Assigned Tasks

- a. See work breakdown structure

IV. Closing Remarks

Do-All Robotics

Instructor Meeting Agenda

July 11, 2016

11:00am

GJ 108 (Design Suite)

Type of Meeting: Instructor Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins, Mike Maughan

I. Old Business

- a. Previous week's work/accomplishments
- b. Accomplishments from previous week
 - i. Work on instruction manual
 - ii. Required hardware for second arm
 - iii. Pedestal design price quotes
- c. Problem Statement

II. New Business

- a. Advice for client meeting tomorrow with Dr. B
- b. Boeing trip this weekend
- c. Comments on everything we turned in Friday

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

Do-All Robotics

Instructor Meeting Agenda

July 18, 2016

11:00am

GJ 108 (Design Suite)

Type of Meeting: Instructor Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins, Mike Maughan

I. Old Business

- a. Debrief on Boeing trip
- b. Accomplishments from previous weeks
 - i. Pedestal fabrication
 - ii. Instruction manual progress
 - iii. Requirements for second arm
 - iv. Wiki page and portfolio work

II. New Business

- a. Preparation for client meeting (due 07/29)
- b. Schedule for Fall semester

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Do-All Robotics

Team Meeting Agenda

July 21, 2016
12:30pm
GJ 108 (Design Suite)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins, Alex Olson

I. Old Business

- a. Review of Assigned Tasks
 - i. Pedestal Design – Adam
 - ii. Instruction Manual – Ryan
 - iii. Hardware for second arm – Jacob
 - iv. PDR documents – Bridger

II. New Business

- a. Scheduling
 - i. Are we on track?
 - ii. Detailed schedule for final two weeks
- b. Project Deliverables
 - i. Wiki Page
 - ii. Portfolio
 - iii. Detailed Design Review (Tuesday or Wednesday)

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

Do-All Robotics

Instructor Meeting Agenda

July 25, 2016
11:00am
GJ 108 (Design Suite)

Type of Meeting: Instructor Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins,
Mike Maughan, Alex Olson

I. Old Business

- a. Accomplishments from previous week
 - i. Pedestal fabrication
 - ii. Instruction manual progress
 - iii. Requirements for second arm

II. New Business

- a. Preparation for client meeting (due 07/29)
 - i. Presentation materials
- b. Schedule for next two weeks
 - i. Monday – Pedestal welded, slides created for PDR, wiki page updates
 - ii. Wednesday – enclosure designs completed and reviewed
 - iii. Thursday – Robot on pedestal w/ tables, drawing package for workcell, WINCAPS section of manual complete, know exactly how arms interface
 - iv. Week after – Prepare for snapshot

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Do-All Robotics

Team Meeting Agenda

July 28, 2016
12:30pm
GJ 108 (Design Suite)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins

I. Old Business

- i. Debriefing on Detailed Design Review

II. New Business

a. To-do list before Snapshot Day (08/05)

- i. Wiki page
 1. Do your damn bios
 2. Appendix with important documents
 3. Content for design **process** of workcell and enclosure
- ii. Portfolio – review midterm grade sheet
 1. Detailed timeline (flowchart)
 2. Future timeline – ideas we have brainstormed
 3. Distinct measure of how two bots work together
 4. Renders & drawing packages

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks

ME 424 Do-All Robotics
Instructor Meeting Agenda

August 1, 2016
12:30pm
GJ 108 (Design Suite)

Type of Meeting: Team Meeting

Meeting Invitees: Ryan Chapman, Jacob Dostie, Adam Grebil, Bridger Hopkins, Mike Maughan

I. Old Business

- a. Debriefing on Detailed Design Review
- b. Progress on action items
- c. Completion dates for workcell construction

II. New Business

- a. Test Drawing metric for stability
- b. Purchasing items before end of summer
- c. Advice for Snapshot Day

III. New Assigned Tasks

- a. To be determined

IV. Closing Remarks