Meeting Minutes for 9/24/2020

PRD: everyone finished up things just before the meeting started. PRD was submitted shortly after the meeting

Covered EEG design from last year

- They used a 10/20 design for the electrodes
- They were unable to get to any testing due to covid
- Will be a good idea to gather data using the current system so we can tell where it needs to be improved. This will be done Next Thursday October 1st at 3:30pm in the Design suite in GJ

There will be no general sessions until snapshot 1 on 10/13

Things needed for that snapshot include

- Problem Statement
- Documentation about the project
- Needs and specifications
- Any concept development we have so far
- Project Plan

Portfolio will be kept online using One Drive: to be set up by Jake Varney this weekend

Portfolio will be updated/checked during the weekly meetings to ensure that we are keeping on track.

Team Leader has been assigned to Jake Varney, responsibilities will include:

- Being in charge of the Gantt chart
- Will be the lead during the client meetings
- Will review each of the submittables before they are due to ensure completion

Rough Schedule going forward:

- Test current prototype
- Improve on the prototype
- Have new functioning prototype by early to mid-February
- Testing on the new prototype

Next Agenda discussions included

- Will need to discuss how many electrodes we will need to place on headset as it will impact both circuit design and cost of project.
- Talk about the realistic possibility of the hydro-gel, and who exactly to contact to see if the university will have the means to make this.
- Also a question on what kind of sensor was used in last years design

Task list

- Grace, Jake, Shubhangi: continue researching the wig cap design, as well as what kind of fabric/material would be insulating, light, comfy to wear
- Kate: continue researching hydrogel, get more details
- Kate and Mohamed: start working on creating and updating the Portfolio
- Max and Kiran: continue research on machine learning algorithms and memory networks, in regards to using Python/C# for this
- Mohamed: upload the PRD to BBlearn