

# UI Debalers 2.0

## Instrumentation and Data Collection for Debaler Project Meeting minutes

**Location:** JML

**Date:** 10-7-2020

**Attendees:** Evan Allen, Nathan Stout, & Hope de Avila

**Time:** 3:00-4:00 p.m.

### • Meeting Agenda

- Discuss turning in the project schedule and other items due soon
- Discuss the design ideas we want to sketch and work on
- Discuss the things due for Snapshot 1
- Work on Snapshot 1 Poster and materials

### • Meeting Notes

- The schedule is complete. We will talk with Dr. Brian about whether or not he would like the team to email him our finished products or to just have him check it out on the OneDrive
  - Does our stuff need to be turned in a specific way to Dev or do we just need to leave it in the OneDrive for it to be graded? This is the question that needs to be answered in tomorrow's meeting.
- Items due tomorrow: Portfolio and Logbook are due 10/8/2020
  - Portfolio needs to have problem definition, project management items, and possibly a small section for project learning by the due date.
- Design idea discussions:
  - Briefly Discussed some of the teams ideas and what we are planning to do for the project.
- Snapshot 1 Work and plans:
  - Started the poster for Snapshot 1
  - We will work on the poster after tomorrow's meeting

### • Action Items In-Progress

Action Item	Personnel Responsible	Status	Deadline
Snapshot 1 Materials	All members	In-Progress	10-13-2020

- **New Action Items**

<b>Action Item</b>	<b>Personnel Responsible</b>	<b>Status</b>	<b>Deadline</b>
Design Validation Plan	All members	Not Started	10-22-2020