Minutes of Meeting on PRODIG Week 4-2

Date: May 7th 2015

Venue: Room 2.021

Present: Daan Conijn (chairperson), Kevin Oei, Koen van Vliet, Andrew Lau (Minutes)

Absent: -

Guests: Irma Laponder, Students from group 3, Daniel Martoredjo, Fiona Oei

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| **Item** |  | **Action** | **By/when** |
| 1. | The deadline for drafting the Bill of Material is may the 7th at night. Koen is in charge of the Bill of Material and the finished BOM will be checked by the rest of the members and delivered | Koen van Vliet | 8 may |
| 2. | The division of the tasks. Daan and Andrew are in charge of the Analogue part, Kevin and Koen are in charge of the digital part. If one group is finished before the other, then that group have to help the other. |  |  |
| 3. | After debating which software will be used for simulations, it is chosen for TINA-TI because many group members are well aware of how this software works. There is less experience with the other two proposed softwares (Caspoc and Multi-sim) |  |  |
| 4. | The deadlines were discussed regarding the calculations, simulations, measurements and constructions. Kevin Oei will look up the deadlines in the projectbook and based on the deadlines, a new deadline will be determined two to three days prior to the actual deadline | Kevin Oei | End of week 2 or before the next meeting |
| 5. | Koen wants to buy an item called ‘etchant’ for the PCB. Koen will therefore look up the price and see if it can be added in the BOM | Koen van Vliet | A.S.A.P. |
| 6. | Daan will make an appointment with Jesse when the next meeting with Jesse is possible. Note that next week Thursday and Friday are holidays and that the meeting is limited to Monday, Tuesday and Wednesday | Daan Conijn | A.S.A.P. |