

# 08/02 WK2 Group Meeting

This meeting is a very brief one after our Friday tutorial.

<b>Location</b>	Hanna Neumann Building
<b>Date</b>	02/08/2019
<b>Time</b>	15:00 - 15:24
<b>Attendees</b>	Derek Tan, Lily Zhang, Jessica Ying, Andre Olivier

## Agenda items

1. Things to do for Audit 1
2. Divide the tasks

### 1. Things to do for Audit 1

- GitHub repository
- The overall project vision, goal, purpose or objective
- Milestones for each Project Audit
- Identification of resources, risks, potential costs and who will bear them
- Timeline

### 2. Divide the tasks

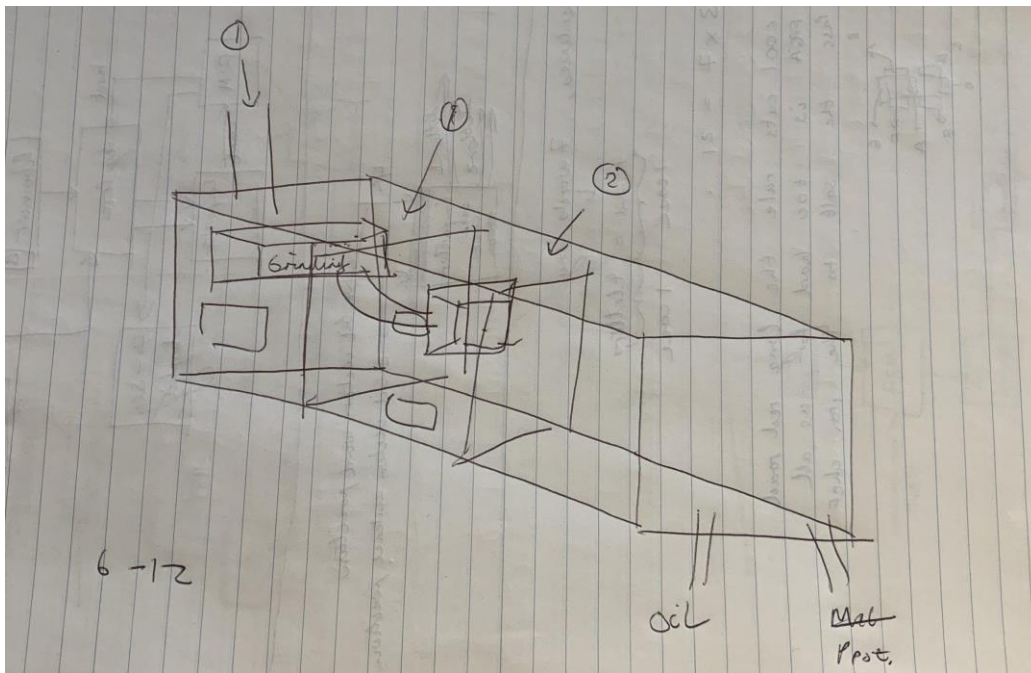
- Everyone does research about rendering plants to get a general idea.
- Jessica will make a GitHub repository for this group project
- Derek will write up the overall project vision, goal, purpose or objective
- Lily will write about what the project will achieve and the key stakeholders, what do they do, and how they interact.
- Andre will write about the identification of resources, risks, potential costs and who will bear them and timeline

### 3. Tutor's suggestion

- Approach Ancker, Jiefei and Martin for technical issues
- A detailed economic study might be useful
- Consider the power consumption of the portable rendering plant

- Think in term of numbers. Try to make things quantifiable
- Try to show the iterations of the design from industry feedback
- We do not have to have a physical prototype since our project is design-based. It is perfectly fine to just show things from a laptop.
- To get things started, we can do a requirement analysis and a functional analysis, WBS (work breakdown structure). Use the knowledge that we learnt from the system engineering courses.

## 4. Our very first sketching



by Andre Olivier

Action item	Owner	Deadline	Status
make a GitHub repository	Jessica	04/08/2019	Completed The repository is assessable by everyone
Research about rendering plant	Group	05/08/2019	Completed
The overall project vision, goal, purpose or objective	Derek	03/08/2019	Completed

Write about what the project will achieve and the key stakeholders, what do they do, and how they interact.	Lily	05/08/2019	
Write about the identification of resources, risks, potential costs and who will bear them and timeline	Andre	05/08/2019	
Audit 1 presentation preparation	Group	05/08/2019	It will be further discussed in our next meeting.