

CMPT 371  
Team 3  
January 29, 2017

Meeting 4:00 pm – 4:45 pm

Purpose of meeting: Meet with the client, Dr. Michal Wesolowski, to discuss the schedule, first requirements document draft and requirements change policies. Ask for clarification on several aspects of the project.

Group Members Present: Janelle, Mackenzie, Kyle, Heramb, Ix

Meeting Location: Health Science 1426

Summary:

- Discussion of the project schedule
  - Examined key features for each deliverable and confirmed with Mike
  - Discussion on viewing the client's desktop through VR
    - Potential software licensing issues
  - Flexibility built in to the later stages of the project
- Discussion of the requirements document
  - Document is a "living" document, will update Mike with changes
- Discussion of Requirements Change Policies
  - Agreement that a formal policy is necessary
- Testing and NDAs
  - NDAs shouldn't be necessary, but please don't disclose unnecessary details of the project
  - After ID2, Luxsonic would like to be informed of/vet testing
  - After ID2, Luxsonic will help arrange for testing with professionals
  - Might draft up a waiver for testers (in case of damage, motion sickness etc.)