



Queensland
University
of Technology

EGH455 - Team #4 (Week 4)


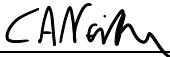


MINUTES OF MEETING

Place: GP-O303	Author: Deleenn Palmer	Date: 16/08/2018 Start Time: 1100 End Time: 1300	
1. <u>Subject:</u> Preliminary Designs & PMP Review		Total Pages: 2	
2. <u>Agenda:</u> <ol style="list-style-type: none">1. Review the System Architecture to date2. Get an update on the PMP – Deleenn3. Discuss the Preliminary Design decisions by each team member for each subsystem4. Review the previous minutes			
3. <u>Attendants:</u>			
Name	Initials	Subsystem lead	Subsystem initials
Deleenn Palmer	DP	Project Manager	PM / SD
Christian Neilsen	CN	Machine Learning / Deep Net	ML / DN / SD
Alexander Santander	AS	Machine Learning / Deep Net	ML / DN / SD
Tim Vu	TV	Graphical User Interface / Report	GUI

4. Main conclusions and meetings planned:

1. Updates were made to the System Architecture for readability for the client
2. Received good remarks on majority of PMP to date. Further discussion needs to continue on the budgets aspect of the PMP
3. Following the project timeline. We are on track! Need to continue reaching the objectives by the allotted timeline

5. Signatures:

Name	Id Number	Signature
Delenn Palmer	n9162798	
Christian Neilsen	n9137874	
Alexander Santander	n9684026	
Tim Vu	n9454870	

MINUTES OF MEETING	ACTIONS	
	Responsible Person	Due Date
Retrieve information about the project budgets for the PMP	Delenn Palmer	23/08
Continue to attempt main features of the Preliminary Design	Christian Neilsen, Alexander Santander & Timothy Vu	23/08