**Year 2 Project (ELEC222/273) – *Supervisor meeting – Week 1***

Date: 30.01.2020 Supervisor: Dr.Zachariades Christos

Project Title: Frequency Downconverter

|  |  |  |
| --- | --- | --- |
| Student Names  /Attendees: | 1.Yidi Song | 2. Yimian Liu |
| 3. Boyao Yang | 4.Weizhou Wen | 5. |

Summary of week’s activities:

* The general goals were discussed. For the first three weeks, the general design should be accomplished. Allow two weeks for surface mounting and PCB fabrication.
* Clarify the divison of responsibility.
* Install relevant software.

Problem, issues and concerns:

Tasks for next week/Actions for next meeting:

Supervisor use only

Progress Assessment: □ Unsatisfactory □ Satisfactory □ Good

Comments/Recommendations:

Supervisor Signature:

**Year 2 Project (ELEC222/273) – *Supervisor meeting – Week 2***

Date: Supervisor:

Project Title:

|  |  |  |
| --- | --- | --- |
| Student Names  /Attendees: | 1. | 2. |
| 3. | 4. | 5. |

Summary of week’s activities:

Problem, issues and concerns:

Tasks for next week/Actions for next meeting:

Supervisor use only

Progress Assessment: □ Unsatisfactory □ Satisfactory □ Good

Comments/Recommendations:

Supervisor Signature:

**Year 2 Project (ELEC222/273) – *Supervisor meeting – Week 3***

Date: Supervisor:

Project Title:

|  |  |  |
| --- | --- | --- |
| Student Names  /Attendees: | 1. | 2. |
| 3. | 4. | 5. |

Summary of week’s activities:

Problem, issues and concerns:

Tasks for next week/Actions for next meeting:

Supervisor use only

Progress Assessment: □ Unsatisfactory □ Satisfactory □ Good

Comments/Recommendations:

Supervisor Signature:

**Year 2 Project (ELEC222/273) – *Supervisor meeting – Week 4***

Date: Supervisor:

Project Title:

|  |  |  |
| --- | --- | --- |
| Student Names  /Attendees: | 1. | 2. |
| 3. | 4. | 5. |

Summary of week’s activities:

Problem, issues and concerns:

Tasks for next week/Actions for next meeting:

Supervisor use only

Progress Assessment: □ Unsatisfactory □ Satisfactory □ Good

Comments/Recommendations:

Supervisor Signature:

**Year 2 Project (ELEC222/273) – *Supervisor meeting – Week 5***

Date: Supervisor:

Project Title:

|  |  |  |
| --- | --- | --- |
| Student Names  /Attendees: | 1. | 2. |
| 3. | 4. | 5. |

Summary of week’s activities:

Problem, issues and concerns:

Tasks for next week/Actions for next meeting:

Supervisor use only

Progress Assessment: □ Unsatisfactory □ Satisfactory □ Good

Comments/Recommendations:

Supervisor Signature: