**MINUTES OF MEETINGS**

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| Date | 01-03-2024 | Time | 02:00 – 3:00 PM | lOCATION | MetaForum 3.119 |

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| Participants | | | |
| Molengraft, René van de (Stakeholder) | Lefeber, Erjen  (Stakeholder) | Mahsa Mehmendari (Scrum Master) | Anshid Pillat (Designer) |
| Quinten (Project Management) | Kareem Ghedan (Team Leader) | Arjun Chuhan (Designer) | Deniz Akyazi (Designer) |
| Naheed Tabassum (Designer) | Joseph Tandio ( System Architecture) |  |  |

| No | Agenda | Comments/Feedback |
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|  | Introduction & Goal of the Meeting | Update on Progress and get GO/NO GO for deliverables, requirements & specifications and validation Methods |
|  | Deliverables | * Mission of the system * Which team touched the ball last time before the ball went out of field while the game was in play. * Communication to the referee about the above decision * Final Presentation * Technical Report * Code and its documentation * Demo, showcasing our system |
|  | Risks | * Risks are categorized based on their Occurrence and Severity & will be mitigated based on their Risk Priority Number. * Robustness and Security can’t be a risks as it is not reflected in requirements |
|  | Work Break Down Structure & Planning | * Planning of the whole Project |
|  | Functional Requirements and Specifications | * Change in game state (make it more specific) PLAY or STOP (150ms or 200 ms) * 250 ms response time to communicate to referee. * Sampling data: 20 Hz, recalculate it. (It is part of the solution domain) * Zero trust * Time stamps ( what is the importance of time with data)   Not the part of system requirements (Human Referee doesn’t do that)   * Transparency: How do you provide feedback to user how the decision was made. (it is done by the video referee not by the Human referee) Provide a 3D visualization to the Referee. It should be the part of the communication to the referee. * Distinguish last touch (We agreed on that requirement) with 70 % accuracy. * Maximum Distance Error 1.5cm |
|  | System Architecture | Tasks will be allocated based on system context Diagram |
|  | Validation | Will be discussed in detail in next meeting |
|  | Summary | * Proper Documentation of the code * Some Requirements can be more flexible * Few Requirements can be merged like Communication to the Referee with a 3D visualization tool. * Revise the Risks Map according to the requirements. |