

ENG 4000 Weekly Meeting Minutes



Every week, this document should be presented to the supervisor, as this will be the basis for grading.

Project Name	Pantheon 3D Smart Material Management
Date & Time of Meeting	September 27, 2024 @ 2:30 pm

Attendees			
#	Name	Student ID	Username (email)
1	Luca Filippelli	217902461	lfilippelli5@gmail.com
2	Jean Granato	218986943	Jeangran@my.yorku.ca
3	Lugmaan Irshad	217222365	luq21@my.yorku.ca
4	Tharuveen Raveendran	217863986	parask02@my.yorku.ca
5	Paras Kumar	217832478	thar7@my.yorku.ca
6	Ethan Tran	217048604	trane01@my.yorku.ca
7			

Decision Made / Agenda / Objectives / Plan for the Coming Week	
Stakeholder Analysis and Problem Definition	<ul style="list-style-type: none"> Stakeholder and problem looks good
Requirements	<p>Add notes for each discussion topic</p> <ul style="list-style-type: none"> Requirements <ul style="list-style-type: none"> Software Requirements <ul style="list-style-type: none"> Seems like this falls into an inventory management system Test coverage should be secondary. It's more important to devise a semantic coverage of functionalities, use cases, etc. Req should be left as is. Comms <ul style="list-style-type: none"> Second thing can be entirely done through software unless there's a method to verify Add specific language to the last point with "the shelving unit would need to verify the physical presence of the object and transfer it back" Only concern is that there may be too many requirements (what are some optional / must haves). Especially in the physical indication of searching
Charter & Management Style	<ul style="list-style-type: none"> Charter looks fine Management style looks fine

General Comments on the Presentation	<ul style="list-style-type: none"> Intro is good but too many slides may make it hard to follow a time line might be more effective with animations For the last slide, a summary would be good so the viewer can get a refresher
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Team Responsibilities for the Coming Week		
#	Name	Responsibility
1	Luca Filippelli	<ul style="list-style-type: none"> Reformat presentation introduction to be more concise Present introduction and requirements
2	Jean Granato	Present requirements
3	Luqmaan Irshad	<ul style="list-style-type: none"> Reformat presentation introduction to be more concise Present project charter and problem definition
4	Tharuveen Raveendran	Present stakeholder analysis
5	Paras Kumar	Present project charter
6	Ethan Tran	Present managment style
7		

Progress Report on Last Week's Activities			
#	Name	% Completed	Comment (provide the reasoning only if 100% is not completed)
1	Luca Filippelli	100	
2	Jean Granato	100	
3	Luqmaan Irshad	100	
4	Tharuveen Raveendran	100	
5	Paras Kumar	100	
6	Ethan Tran	100	
7			