Meeting Agenda – [Meeting with Sponser]

|  |  |  |  |
| --- | --- | --- | --- |
| Meeting Information | | | |
| Objective: | Confirm with the librarians about the detail of items (particularly the books’ data) | | |
| Date: | 07/10/2019 | Location: | Armstrong 2052 |
| Time: | 3:00 PM - 4:00 PM | Meeting Type: | Sponsor Meeting |
| Call-In Number: | 03 | Call-In Code: | A03 |
| Attendees: | Yixin Li, Wenkai Cao, Yi Yang, Yangkai Zhan, Meng Qu(Client) | | |

**Preparation for Meeting**

## Please Read:

The [sample data](https://docs.google.com/spreadsheets/u/1/d/1vhjhypjFvwf1LY1FxxovLBBCeN4QQWkBN2nxrwS5Y1g/edit?usp=drive_web&ouid=108020224947877991746) of books we were asking for.

The [priority list](https://docs.google.com/document/d/14W38W76lILDyMHFdHX2-E2HW-Ql3V1hL865JyAsO6_I/edit) of items we have confirmed from the previous meeting

## Please Bring:

Laptop(optional), NoteBook(optional)

|  |  |  |  |
| --- | --- | --- | --- |
| **ACTION ITEMS FROM PREVIOUS MEETING** | | **RESPONSIBLE** | **DUE DATE** |
| 1 | The map with a coordinate system created by CAD | Wenkai Cao | 07/10/2019 |
| 2 | Pseudocode of mapping algorithm (we plan using A\* search as our first choice) | Yixin Li | 07/10/2019 |
| 3 |  |  |  |
| **AGENDA ITEMS** | | **PRESENTER** | **TIME ALLOTTED** |
| 1 | Illustration of the plan which includes the algorithm, map drawing, and milestone | Yixin Li | [10 minutes] |
| 2 | Introduction of current data type and the map we have. | Wenkai Cao | [10 minutes] |
| 3 | Suggestion for ArcGIS to draw the map | Meng Qu | [5 minutes] |
| 4 | The priority of the navigation for the specific study room on the first floor. | Meng Qu | [5 minutes] |

MINUTES: 30 minutes

|  |  |  |  |
| --- | --- | --- | --- |
| **NEW ACTION ITEMS** | | **RESPONSIBLE** | **DUE DATE** |
| 1 | A functioning algorithm based on the virtual data (since we do not have any sample of AP access point data yet, so the virtual data we apply for testing should be somewhat similar to the final data but may not exactly the same). | Yixin Li,  Yi Yang | 18/10/2019 |
| 2 | The response of whether or not be able to provide the position of shelves. | Meng Qu | 14/10/2019 |
| 3 |  |  |  |

**OTHER NOTES OR INFORMATION**

Meng Qu suggested our first coding milestone could be developed an algorithm for navigation from the user location to the specific study room location.

Book a new meeting with Johnson, Eric ( the ArcGIS Experience Librarian) next week to collect information about the using ArcGIS.