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| **FACTS** | **IDEAS** | **LEARNING ISSUES** | **ACTION** | **DATELINE** |
| What we know about the task | What do we need to find out? | | Who is going to do it? |  |
| The venue of the project for design and development. | Where to store our stuff?  Is the robot arm plug-n-play component like a Lego building block or need to build from custom pieces? (Yes, based on discussion with Dr RJRY) | | Hafiidz | 13 Dec 2022 (After lab session) |
| System Architecture | System components and relationship between the components | | Sarah, Chong Chia Hsing | Week 8 |
| Sketches of robot – State Diagram | The state and transition between state which is the operation of the system. | | Gary, Yulin | Week 8 |
| Sketches of robot – Use Case Diagram | End user use cases or user journey diagram | | Sarah, Chong Chia Hsing | Week 8 |
| SRS – To split up the sections | To identify sections required to prepare and complete SRS  To draft a format or structure of the SRS document. | | Hafiidz, Chong Chia Hsing | Week 8 |
| Hardware and accessories for the robot arm | To learn about the tools at hand. | | Hafiidz | Week 8 |
| Literature Review – Robotic Arm | Motion of Robotic arms  Genetic Algorithm | | Gary | Week 8 |
| Identify the motion of the Robotic Arm | Code libraries | | Gary, Yulin | Week 8 |
| SRS – Introduction | Background knowledge and introduction of project | | Hafiidz, Chong Chia Hsing | Week 8 |
| SRS – Project Overview | Team information and project direction | | Hafiidz, Chong Chia Hsing | Week 8 |
| SRS – Product Features (& Functional Requirements) | The technical details and function description on different features. | | Chong Chia Hsing | Week 8 |
| SRS – User Characteristic & Persona | The end user investigation, demography, role, company. | | Sarah | Week 8 |
| SRS – Use Case | The use cases or function of the system from end users' perspective. | | Sarah, Chong Chia Hsing | Week 8 |
| SRS – Algorithm | Algorithm for Robotic arm | | Gary | Week 8 |
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