

Meeting Minutes

Project Audit 1 Requirements

The aim of Project Audit 1 is to demonstrate that your team is prepared for the coming semester. You should work with your client and tutor to determine applicable details such as:

- the client's vision or objective
- the key stakeholders, what do they do, and how they interact
- client and other stakeholder expectations
- how your project will make things better for the client and other stakeholders
- project milestones, scheduling and deliverables for the semester
- technical and other constraints (eg. reliability, security, safety)
- identification of resources, risks, potential costs and who will bear them
- completion of [Non-Disclosure Agreement and any Intellectual Property](https://cs.anu.edu.au/TechLauncher/files/ANU_Student_Project_Industry_Client_Agreement_2012.pdf) concerns:

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- the setup of tooling for development, management of tasks, and project repository

Audit Landing Page:

Brief introduction of what the project is including:

- Project brief
- Team members
- How to run the project
- Project deliverables (what has been achieved, requirement documents)

Whole Team Decisions:

What board are we using on robots?

Raspberry Pi, microprocessor, Arduino

Software guys prefer C, python is alright.

How often and when do we meet as a whole?

Every week

Communication method:

Slack, facebook, phone call(in emergency)

Contacts:

		Week 2		Week 3		Week 4		Week 5		Week 6		Week 7		Week 8		Week 9		Week 10			
Members	Tasks	Subtasks		M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
All Members	Client Meeting																				
Input Team	Group Meeting																				
Input Team	Project Audit																				
Input Team	Poster Presentation																				
Mischa & Jerry	Building the app(Android)	Building UI																			
		Reading image data function																			
		Sending image data to Path Planning algorithm																			
Daniel, Ethan & Jimmy	Creating Path Planning algorithm	Path Planning																			
		Receiving data from tablet																			
Input Team	Making robots move as desired																				
	Integration of input and output's work																				
Input Team																					
Highlights:	Completed																				
	In Process																				
	Planned																				
	Finish-to-start flexible schedule																				
	Final Program																				