**ECEn 490 Design Team Vektor Krum Process Worksheet**

Please complete this worksheet as a team. It should help set some ground rules for working in teams that will make your project more productive. Email a copy of the completed form and post a copy on your website. Detailed answers are better.

Have a team meeting and discuss the engineering background of each team member. This might include areas of technical competence and previous educational or work experience. You should also get to know your other team members by sharing some of your personal background.

Discuss what you expect the team to accomplish and learn from this Senior Design Project, and how much effort you think this project will require. You should also discuss your own personal expectations for this course. You will be spending a lot of time with your team members this semester and understanding the motivation of each person will help the team to work together. Individual team-member biases will always be at work; it is better to have them known by the team.

1. Team name?
   1. Vecktor Krum
2. Team project selected?
   1. Robot Soccer
3. Date and time of team meetings?
   1. Tuesdays at 1PM; Thursdays at 10AM
4. List all team members with contact information.
   1. Luke Hsiao (Vision)  
      801.900.5928  
      luke.w.hsiao@gmail.com
   2. Andrew Keller (Mechanical)  
      801.864.1257  
      andrewmkeller@gmail.com
   3. Ammon Gruwell (Systems & AI)  
      210.288.6737  
      gruwella@gmail.com
   4. Luna Zhang (Systems & AI)  
      808.389.4367  
      lunazhang93@gmail.com
5. **Identify the team Captain**

Name: Andrew Mark Keller E-mail Address: andrewmkeller@gmail.com

1. List three things about the technical skills of each other member of your team.
   1. Luke:
      1. Embedded systems
      2. Digital System Design – VHDL Master
      3. Software design
   2. Ammon:
      1. C programming language
      2. App development
      3. Internet Programming
   3. Luna:
      1. Control System Master
      2. Simulink Master
      3. Software design
   4. Andrew:
      1. Java, C#
      2. Software design
      3. Mechanical System
2. List three things about the personal background of each team member.
   1. Luke:
      1. Born Salt Lake City
      2. One sister, three brothers
      3. Childhood dream to be an engineer
   2. Luna:
      1. Born in the mainland China
      2. Moved to US three year ago
      3. Inspired by the Big Bang Theory to be an engineer
   3. Andrew
      1. 9th child of 13
      2. Destroy three family computers
      3. Love the puzzle of engineering
   4. Ammon:
      1. Born in provo!
      2. Have a baby due in a month
      3. Met his wife on his mission, in a bus station in brazil
3. What should be some of the general ground rules for your team?
   1. Respect the Asians
   2. If you need help, raise your hand early.
   3. Write quality well commented code.
   4. Its everyone’s baby
   5. Notify everyone via email of any schedule changes or conflicts.
4. What do you expect from each team member?
   1. Collaboration
   2. Equal effort exhibited
   3. Luna will keep stuff pretty
   4. Contribution
5. How will your team assign leadership and other roles? What do you expect from your team leader? What other roles will be needed?
   1. Based on experience:
      1. Vision control – Luke
      2. Motion control – Luna
      3. Mechanical Systems – Andrew
      4. System Architecture and AI Ammon
   2. Additional Roles
      1. Luke as Github content management
      2. Ammon as Trello management
   3. Team Leader expectations:
      1. Organize team party at the end of the semester.
      2. Submit assignments via email for 490
      3. Make sure the team is happy.
6. What will make your team discussions most effective?
   1. Open communication
   2. Be on time and attentive
   3. Frequent communication
   4. Collaboration outside of the meeting
   5. Having a good understanding of how individual assignments work into the whole project.
7. How will your team make decisions?
   1. By writing them down. Brainstorming together, and gathering needed information to make an educated decision.
8. When things don't go as anticipated, how will you resolve problems?
   1. Work together
   2. Put in more time, when time is needed
   3. Be willing to go back to the drawing board frequently
   4. During our team meetings
9. Discuss different methods of providing visibility of team decisions, assignments, team meeting notes, critical documents, etc. In the past I have required a website for each team, but I am leaving that up to each team to decide what and how they will archive the critical data to manage their projects. What method will your team use?
   1. Github – source code management, team wiki.
   2. Trello – Collaboration management
   3. Email – Communication