

## Kickoff Meeting Agenda

Project Name: Smart Agriculture system based on IoT

Kickoff Date: 18.05.2020

Introduce and welcome team members: I am Arindam Ghorai from Meghnad Saha Institute of Technology. I do not have any other team members. I am doing my own project.

Discuss project background

1. What we have today: Today is our opening day. Just we have attended one zoom meeting. And we have learned how to proceed and how to do projects that's all.

2. Why we need to change: We need to upgrade ourselves. We know that modern technology is full of technology. So, we need not to change just we have to adopt with new technology.

3. What are the key measures of success? Success comes from experiences and experiences come from bad experiences. We need to learn more and more; we need to try more and more and then only we will get success.

Identify stakeholders

1. Who is impacted? : Society. At first we are learning new things and then we will make new apps, new things and this will help people a lot. So. At first, Society is impacting through me.

2. Who are the key stakeholders - Sponsor and/or other decision makers who represent constituencies that will be impacted, and whose support is critical to the success of the project? :

Project Mentor plays a key role in each and every project. So, the role he/she is playing to help us is really very important.

Review project:

1. Objectives: Smart Agriculture system based on IoT

- To make an App for smart agricultural system
- Smart agricultural system based on IOT

2. Deliverables:

- Temperature, Humidity & Soil moisture data through IOT sensor
- Weather Data through weather API

3. Assumption: We are collecting the data from IOT sensor then we are collecting the data from open weather api.

Review team member roles & responsibilities

1. Project Team: I am the only one team member in my own project. And I have one project Mentor.

2. Advisory groups (if needed): No

3. Steering committee (if needed): No

Review other potential issues, risks, questions and concerns

What might get in the way of success? How could we address those concerns?

\_We need to try again and again. More number of try will increase our knowledge. Even if More number of try means more number of failure and more number of failure means more numbers of learning. So, I have faced a lot of failure then learn a new things and then got the success.

Identify next steps and timing –

Team communications : Slack Channel

Frequency of team meetings: Two meetings in a week was enough to complete this project.