Meeting minutes for Design & Build Project

Meeting 1: Project Kick-off Meeting

Date: June 26,2023

Time: 11.30AM-12.00AM

Location: teaching building

Attendees: Group leader: Hou Dong

Group member: Wang Zhaoyuan, Huang shaochengsi, Peng Junhui, Guo Yining.

Agenda: Discuss 1. Development tasks

2. Development difficulty

3.Task allocation

Decision: Hou is responsible for global control

Huang and Wang is responsible for learning and connecting the circuit on the bread board

Peng and Guo is responsible for Preliminary code writing

But everyone’s task is not completely fixed

Next meeting date: June 27,2023

Meeting 2: Interim discussion

Date: June 27,2023

Time: 15.00PM-15.30PM

Location: teaching building

Attendees: Group leader: Hou Dong

Group member: Wang Zhaoyuan, Huang shaochengsi, Peng Junhui, Guo Yining.

Agenda: Discuss 1. The current status of each person's tasks and the difficulties encountered.

2. Electrical circuit connections between the breadboard, mainboard, motors, and various components of the car.

3.Add Ultrasonic module

Decision: Each person continues to work on their assigned software or hardware components. After completing their own tasks, they should assist others in completing their tasks.

Next meeting date: June 29,2023

Meeting 3: The Technical Challenges Resolution Meeting

Date: June 29,2023

Time: 8.00AM-8.30AM

Location: teaching building

Attendees: Group leader: Hou Dong

Group member: Wang Zhaoyuan, Huang shaochengsi, Peng Junhui, Guo Yining.

Agenda: Discuss 1. Code debugging

2. Add WIFI module, Bluetooth module, steering gear and camera module

Decision: Firstly, everybody solve the problem of robot can’t avoid hitting every obstacles.

Secondly, Hou is responsible for Bluetooth module

Wang is responsible for WIFI module

Huang is responsible for hardware connection

Peng is responsible for steering engine

Guo is responsible for camera module

Next meeting date: June 30,2023

Meeting 4: Closing Meeting (before summer vacation)

Date: June 30,2023

Time: 11.00AM-11.15AM

Location: teaching building

Attendees: Group leader: Hou Dong

Group member: Wang Zhaoyuan, Huang shaochengsi, Peng Junhui, Guo Yining.

Agenda: 1. Summarize everything we have done in this week

2. A big thank you to everyone for their outstanding contributions to the team

Summary: Perfectly finished the Midterm evaluation, hope everyone in our team can their summer vacations.

Meeting 5：Restart Design and build project

Date: September 27,2023

Time: 8.00AM-8.30AM

Location: teaching building 3

Attendees: Group leader: Hou Dong

Group member: Wang Zhaoyuan, Huang shaochengsi, Peng Junhui, Guo Yining.

Agenda: Discuss 1. Robot can work well sometimes but not always, find out the reasons

2. How to solve the problem of taking pictures automatically

Decision: 1.Rebuild the circuit of the robot

2. Use video streaming instead of automatic photography

3.After these little problems fix, everything will be finished.

Meeting 6: Project Kick-off Meeting

Date: June 25,2023

Time: 16:00PM-16:30PM

Location: Teaching Building North(TB.N)

Attendees: Group leader: Meitong Guo.

Group member: Kaizhi Xu, Duowen Pan.

Agenda: 1. Task analysis

2. Task decomposition and planning

3. Task allocation

Decision: Guo is responsible for Main interface function.

Xu and Pan are responsible for Login interface design.

Guo, Xu and Pan are obliged to follow the teacher's progress and complete the work before acceptance check.

Next meeting date: June 27,2023

Meeting 7: Progress check& communication.

Date: June 27,2023

Time: 16:00PM-16:30PM

Location: Teaching Building North(TB.N)

Attendees: Group leader: Meitong Guo.

Group member: Kaizhi Xu, Duowen Pan.

Agenda: 1. Discuss the current status of each person's tasks and the difficulties encountered.

2. Check that the project progress meets expectations

Decision: The project progress is basically in line with expectations, but some of the group members didn't do a good job. In order to make the project successfully pass the first acceptance, all team members need to speed up and get attitude right.

Next meeting date: June 29,2023

Meeting 8: Interim summary

Date: June 29,2023

Time: 8:00AM-8:30AM

Location: Teaching Building North(TB.N)

Attendees: Group leader: Meitong Guo.

Group member: Kaizhi Xu, Duowen Pan.

Agenda: 1. Code debugging

2. Integrate the work of various members

Decision: First, the group solved the problem after debugging, Secondly, the team normalized and unified the interface and function names. Make the project pass the interim acceptance, and have the conditions to integrate with project content of IoT and Telecom.

Next meeting date: Sept. 1,2023

Meeting 9: Project phase II kick-off meeting

Date: Sept. 1,2023

Time: 11:00AM-11:30AM

Location: Teaching Building 3

Attendees: Group leader: Meitong Guo.

Group member: Kaizhi Xu, Duowen Pan.

Agenda: 1. Divide the work required for project integration

2. The group leader distributes the work

Decision: Guo is responsible for modify interface and function functions and Unify the work of the database with other parts. Xu and Pan are responsible for writing, such as making ppt, summary report, acceptance video, etc. After the first phase of the project, the problem of slow progress should be addressed, Therefore, in this phase of the project, the deadline of each task should be strictly stipulated. Phase II is the end of the entire D&B project, So the group has to do the remaining job right.

Meeting 10：Final Check

Date: September 27,2023

Time: 19:00PM-19:30PM

Location: Teaching Building 3

Attendees: Group leader: Meitong Guo.

Group member: Kaizhi Xu, Duowen Pan.

Agenda: 1. Check whether all the materials required for acceptance are ready

2. Conduct a rehearsal for acceptance

Decision: There are still large omissions in the acceptance documents, which need to be further improved. Use video streaming instead of automatic photography during the presentation. After these little problems fix, all will be finished.

Meeting 11:Meeting of division of labor(IoT)

Date: June 26,2023

Time: 9.30AM-11.30AM

Location:The N Building of Beijing University of Posts and Telecommunications (BUPT) in Shahe Campus

Attendees: Group member: Ma yuanzhe,Liu longyue,,Luo luanxuan

Agenda:Discuss division of tasks for the prototype of the robot control system.

Organize and outline the tasks that need to be implemented.

Liu longyue and Luo luanxuan will be responsible for collecting picture samples of the 3 chosen objects to be used as treasures.

Ma yaunzhe will take charge of installing the environment and training the model.

Result:Already made the decision of the divison of labor.

Meeting 12: Meeting of IoT

Date: June 28.2023

Time: 2.00Pm-2.30PM

Location:The N Building of Beijing University of Posts and Telecommunications (BUPT) in Shahe Campus

Attendees: Group member: Ma yuanzhe,Liu longyue,,Luo luanxuan

Agenda: Deliver the dataset to ensure the progress of the model training.

Result:

Successfully transfered the dataset.

Meeting 13: Meeting of IoT

Date: June 29.2023

Time: 4.00Pm-4.30PM

Location:The N Building of Beijing University of Posts and Telecommunications (BUPT) in Shahe Campus

Attendees: Group member: Ma yuanzhe,Liu longyue,,Luo luanxuan

Agenda: To make sure the accuracy of the project.

Result:

There is no issue with the accuracy of recognition.