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| MINUTE 10 | | | 06.06.2018 | **12:00** | | **WEEIA, building a10, 3rd floor** |
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| MEETING CALLED BY | | dr inż. Krzysztof Grudzień, dr inż. Zbigniew Chaniecki | | | | |
| TypE OF MEETING | | Team Project meeting | | | | |
| CHAIRPERSON | | Maciek Grzelczak | | | | |
| NOTE TAKER | | Aleksander Bobiński | | | | |
| ATTENDEES | | Mario Fukuoka, Aleksander Bobiński, Maciek Grzelczak, Patryk Chodorowski | | | | |
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| discussion 1 | | | | |  | |
| TOPIC | Coordinating teamwork | | | | | |
| An assessment of the current state of the project was made and roles were assigned to particular members of the team. | | | | | | |
| Since some of the tasks that had been assigned previously were completed it is possible to concentrate on the tasks which cause the most problems. | | | | | | |
| CONCLUSIONS |  | | | | | |
| Patryk and Mario will concentrate on writing the article. | | | | | | |
| Aleksander will improve the graphical user interface making it more user friendly. | | | | | | |
| The Team will organize the documentation, survey results as well as any other information in a well structured manner. | | | | | | |

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| discussion 2 | |  |
| TOPIC | Setting Milestones for the upcoming Weeks | |
| Due to the fact that a prototype of the solution exists as well as the project is nearing it’s end it was necessary to set the task for the upcoming weeks. | | |
| It was noticed that additional work is needed to organize the already obtained data in a way that allows authorities from outside of the team to view and comprehend it. This will be of use during writing the article as well as the team portfolio. | | |
| Because of the fact that the proposed solution is to aid the user via a software application it is mandatory to conduct additional tests using real life equipment. In this way feedback regarding both the internals of the application as well as the users’ expectation will be revived. | | |
| The article needs to be finished as it is a key requirement of the project. The main quality of the article should be it’s ability to appeal to the reader. To do this graphical representations are to be used wherever possible. | | |
| CONCLUSIONS |  | |
| The minutes must be up to date. | | |
| The article must be written. | | |
| The program documentation should be comprehensive. | | |
| The application should be tested on a small group of people, possibly ones who are acquainted with the project yet are not part of the development team. | | |