Meeting Agenda

*This Agenda should be filled by everyone* ***by Tuesday 1pm***

Meeting Title: [Title of the Meeting]

Date: [Date of the Meeting]

Attendees: [List of Attendees]

Moderator : [Moderator’s Name]

Minute Taker: [Minute Taker’s Name]

### **Review of Previous Meeting Action List**

Lead: [Moderator’s Name]

|  |  |  |
| --- | --- | --- |
| Actions | Lead | Deadline |
| Video for presentation | Robert, Vera | 05/30/2024 |
| Setup physical environment | Yessmine, Vera, Yin | 05/30/2024 |
| Define concrete observation, reward and action | Yessmine, Zied | 05/30/2024 |
| Implement example C++ for video | Robert | 05/30/2024 |
| Figure out loading with C++ | Yin, Kevin | 06/04/2024 |
| Find example for algorithm | Zied | 06/04/2024 |

### **Main discussion topics** Lead: Vera

* Go over Review
* Consider goal for next milestone and see what we have to do each week to get there: Suggestions:
  + Goal for milestone 3: Have a well-running setup of the RL algorithm that can train agent, training needs to be in progress and tested with the physical robot
  + Week 1: Implement the Algorithm; Have complete hardware setup (library extended with distance and extended color, writing in proto buffer); Implement remote control system
  + Week 2: Have an integrated setup that runs : Have tested the algorithm with the whole setup ; Have collected data with the robot ; Run the algorithm ; Rerun the Robot to test if everything works
  + Week 3: TRAIN agent, We WILL need to adjust things
  + Week 4: TRAIN agent ; We WILL need to adjust things
* Consider feedback from the presentation
  + Consider in reward function what we do when the robot stops
  + Adjust environment from feedback : veering right or left
  + Not enough input ? All the other groups work with a video camera
  + PID Controllers?Traceability ?
* Proposals to improve group work :
  + Make masterdoc and always update
  + Make teams and static responsibilities (e.g. teams for the development?)
  + check out git, we made issues and a canban board. If you need to do something for the project tell us so we can make an issue, also to avoid several people working on the same thing. We will sometimes assign issues but generally you should check if there is an open issue and then take it on independently, also take care to move it to « doing » and « done » when applicable
  + THURSDAY CHECKUPS ?!
* Review project roles :
  + Everyone check what they need to be doing right now ; is there something you need from the group to achieve this right now ?
* Moderator and note-taker for next week
  + Moderator :
  + Note-Taker :

### **Review project roles**

## **Notes**

[Additional notes or details that need to be recorded]

Prepared By: Yessmine