

CITS3200 Group B

Minutes of Meeting 2 held on August 10, 2011

Present: Dr Samantha Bickell, Andrew, Ashwina, Bowie, Darren, Hao, James.

Meeting Started: 2:00pm.

2.1 Matters arising from minutes of meeting 1

- Item 1.1: Andrew brought a revised set of questions to be put forward to the client to be able to better capture the requirements of this project.

2.2 Client Requirements

- A meeting was organised with Dr Samantha Bickell to enable us to gain a better understanding of what she was expecting from us. She provided us with details of how the existing system she has in place works and provided us with spreadsheets which contained samples of data collected over 23 hours and provided us also with a formula sheet detailing every component of the equation required to calculate the methane production in grams. Darren who saved all the data on his USB uploaded all the files containing the sample data to Basecamp. She also said she will mail the sample gas chromatographer log files and temperature log files as soon as possible to James to enable us to gain a better insight of the format of the raw data collected. Dr Bickell left at 2.47 pm and the 6 of us

carried on with our meeting.

Action: Darren.

- To gain a better insight of the functioning of the existing system of the gas respiration chambers, Andrew volunteered to go and have a look of the technology in place. He is meeting Dr Bickell at 10 Friday (12/08/2011).

Action: Andrew

2.3 System.

- 2 different ways of implementing the system were devised; 1st proposal was the implementation of a website on a shared drive which would be available to everyone having the permission required. The 2nd proposal was the implementation of a standalone piece of software, which could be shared to all the staff people requiring it via CD-ROMs. However the choice of the platform on which to implement the system couldn't be taken in that meeting as Dr Bickell needs to speak to the IT people to ensure that the hosting of the website on the UWA server is possible as her office is off campus. She said she would get back to us as soon as she gets a response from the IT people.

2.4 Date of Next Meeting.

- Group agreed that Monday (15/08/2011) after the 12 o'clock lecture would be most convenient.
- Minutes of meeting taken by Ashwina.

Action: Ashwina

Meeting closed: 3.05 pm.