

Minutes of Client Meeting 5

Group 13

Monday 3rd September 2012

Chair

Dawei Geng (a1203525)

Secretary

Shikai Li (a1206265)

Members

1. Nguyen Khoi (a1187070)
2. Yufeng Bai (a1600095)
3. Yunyao Yao (a1203525)
4. Yatong Zhou(a1204471)
5. Jun Chen (a1206265)

Apologies

None

1 Time and Place

The meeting 5 for the Software Engineering and Project was held in Ingkarni Wardli Building, Room 4.62 at 3:30pm on Monday 3rd September 2012.

2 Quorum Announcement

The chairman announced that a quorum of the group was present, and that the meeting, having been duly convened, was ready to proceed with its topic.

3 Summary of Previous Meeting

After the fourth meeting, we synchronizing the robot movement to make the robot move more accurate. Improved manual control. And finished SPMP documents.

4 Introduction

4.1 Current Project Status

Chen Jun gave a presentation of the Software Project Management Plan(SPMP) Including ten points:

- Propose of SPMP
- Plan should reaction of any situation
- Explain each component of SPMP Document
- Give the definition of terminology and abbreviation are used in this project
- How project organized, include how tasks are assigned to each member and risk management
- Use waterfall model for this project
- Work activity
- Milestone
- Version control tool: SVN
- Project Char

4.2 Client Feedback

Client has asked some Question of current project:

- Q: How works are assigned to each member?
A: Base on the strength of each member.
- Q: What is the current schedule of project?
A: Show the client control the robot via mini GUI through Button.
- Q: Task of this week?
A: Implement ultrasonic wave sensor on Robot
- Chair ask the client when is the end of second mile stone. Reply is the end of this semester.
- Multi threat is not necessary in this project.
- Peer assessment is still under discussion

4.3 Introduction Summary

- Chen Jun give a presentation of Software Project Management Plan(SPMP).

5 Demonstrate manual control through

Our team demonstrated to client manual control via GUI and the feedback is positive. (Good accuracy, turning very right)

6 Further goal

Our team will finish UML Diagram design and then complete Software Design Document.

7 Adjournment

The next meeting is a group meeting and will be held in Ingkarni Wardli Building, Room 4.62 at 3:30pm on Monday 10th September 2012.