

Minutes of Client Meeting 4

Group 13

Monday 27th August 2012

Chair

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Secretary

Jun Chen (a1206265)

Members

1. Dawei Geng (a1219181)
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Apologies

None

1 Time and Place

The meeting 4 for the Software Engineering and Project was held in Ingkarni Wardli Building, Room 4.62 at 3:30pm on Monday 27th August 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 third meeting, the improved movement function of robot has been implement and tested by our group members, the robot move smoothly now. Also our team improved the GUI: Map presenting, Icons and System Log. Moreover, Team has done parts of the SPMP documents at the moment.

4 Introduction

4.1 Current Project Status

Chair Yunyao Yao gave a presentation of the Risk Management Plan Including ten points:

- Team member unable to work
- Team member leave permanently
- Conflict within the team
- Fail or late of delivery
- Lack of contribution
- Project file missing
- SVN failure
- Misplacing locker key
- Damage to the robot
- Milestone failure

4.2 Client Feedback

Client gave some suggestions of the SRS draft document and Risk Management plan:

- Need to use correct language when defining your requirements. (check for the grammatical and spelling errors)
- The description and rationale often overlap.
- The source of the requirements should reference minutes from client meetings when applicable.
- Need to elicit requirements related to handling loss of communication, setting the boundaries of the map and mini map representation.
- Some user requirements do not reflect clients needs. (Do not require a developer mode and a user mode)
- Some user requirements need to be decomposed in multiple smaller requirements.
- Use cases should follow a more complete pass through the system. Also need to consider more alternative paths through the program.
- We need to use hard figures instead of being vague on Non-functional requirements.
- For the Risk Management Plan, we need to also think about more technical risks. (like poor understanding of support library)

4.3 Introduction Summary

- Yunyao Yao gave a good presentation to the client. But we need ot add more technical risks.
- The SRS document we made is good, but we need to add more details to make it better.

5 Demonstrate the improved manual control

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

6 Further goal

Our team will rebuild the robot for better performance, also we will implement the functionality of avoiding walls.

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 3rd September 2012.