Goals:

To do well in the course without going too far over the recommended time spent each week. Also to have everyone involved and eager to work. To align with this document as much as possible.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Technical |  | Non-technical |  |
|  | Strengths | Weakness | Strengths | Weakness |
| Julia | -solidworks  -2D autocad  -drawings  -writing  -hands-on prototyping | -electrical  -coding  - | -multi-tasking  -Detailed  -time-managing  -Presenting in public | -sometimes too OCD |
| Carson | - report writing  - organization | - detailed design |  |  |
| Andrea | -writing/editing  -2d Autocad  -3d Autocad  - | -electrical  -research | -multi-tasking  - | -public presentation  -procrastination |
| Stephen | Solidworks  Reports  Matlab  3d printing  File management | Writing quickly | Punctual | Dr appointments |
| Lukas | - Reports  - Records/organization  - Research | - solid works | - punctual | - climbing |
| Friend | -solidworks  -inventor  -3d printing  -arduino  -software  -integration | -writing reports  -recording things |  | - sporadic schedule |

Available times to meeting: <https://www.when2meet.com/?8088033-EqYgc>

**Team Expectations**

* Attend the following or make up the time and communicate deliverables completed if not present:
  + 4:00 - 6:00 pm Monday (except for Andrea 5-6) → 3rd Floor EDC
  + 11:00 - 1:00 pm Friday (except for Friend 11-12) → 3rd Floor EDC
* If work doesn’t get done by individuals, we expect each other to put our individual time in
  + There’s no expectation to meet outside meeting time, but there’s an expectation to make up time if you can’t make meetings
* Be transparent about where your work level is, if it’s too much, tell the group and have some tasks redistributed. If it’s too little, also be honest.
* Assign time and tasks based on strengths, and give honest time estimates on your tasks.
* If you won’t be able to make a meeting (for a reason other than class) let the group know ahead of time.

Julia: Formula design team on Saturdays

Lukas: Spontaneous non-urban pursuits

To Enter into Gantt

Oct 8

Oct 9 Concept selection presentation

Nov 8 Report mock deadline

Nov 15 Report actual deadline

Nov 20 Presentations

Nov 29 logbook submissions