Peer Review meeting

Long Flight Time Buoyant Drone 5/10/2021 6:00 PM - 7:30 PM(PST)

horizontal lineATTENDEES

* Excused absences:
* Unexcused absences:
* Tardy:Ryan

## Schedule

* **Gantt Chart Updates**
* **Sprint Check in**
* **Feedback:** Each person will receive feedback from each of the team members and themselves pros and cons, this should be the same feedback you gave on the evals. **BE HONEST**
* **Group discussion:** How we can improve as a team, what changes should we make to the team, what should our workflow look like going forward.
* **Individual Improvement:** Everyone says one or two things that they are going to improve on before the next design review.

## Agenda

* **Gantt Chart Updates:** 6:03
  + RC Control basic commands 85% done
  + Closed loop RC control in Matlab is complete
  + Testing motors and servos 10% done
* **Check in:** 6:11
  + Jeremy/Leon: Tried to test motor and servo power with Jeremy but didn’t have the necessary materials

6:14

* + Isaac: Working on his own chapter outline

6:15

* + Dylan: Tried to 3d print more parts but wasn’t able to get it working

6:16

* + George: Needs to give Isaac RC code to put in the sprint

6:17

* + Ryan: Started on Chapter 5 outline and posted for review by team
* **Feedback:** Each person will receive feedback from each of the team members and themselves pros and cons, this should be the same feedback you gave on the evals. **BE HONEST**

**6:19**

* + Dylan
    - Feels like he is doing well in the design reviews, staying consistent in the team meetings
    - More mistakes usually happen when things are rushed, has been needing more help with his work
    - Needs to be more proactive in scheduling
    - Putting in more time than most of the team, but needs to watch overconfidence in 3d printing especially
    - Has been working consistently in fabrication over the last sprint
    - Has been getting more proactive in encouraging peer-review

6:27

* + George
    - Doing better on the technical side, but more work needs to be done
    - Making effort to bring the rest of the team up to speed with controls
    - Giving more feedback but also trying to be careful not to be too aggressive
    - Did very well in the last design review, spending a ton of hours on work

6:35

* + Isaac
    - Feels like it is his slowest sprint, could have done more with simulations but it didn’t work out
    - Has been helping Dylan with fabrication, so could not work on other things
    - Got better at presenting his own work
    - Still quiet in the meetings
    - Overall improved since the last sprint with making sure work is reviewed

6:42

* + Jeremy
    - Didn’t have as much to do until now, until in person testing
    - Didn’t put enough thought into design considerations
    - Online environment has been hard, should ask for help more
    - Needs to work on wording and presentation skills
    - Offers help to other people, finishes work very quickly
    - Good at looking for tasks, and has done the most work for writing
    - Be more careful with calculations and design considerations
    - Take feedback better and incorporate it better into work

6:54

* + Ryan
    - Little work, so needs to ask for more work to do from other members since shipping delays have been occurring
    - Time delays due to time zones are still a trouble, since he is not awake at the same time as most of the team
    - Can focus more on writing as being proactive, can research or write the final report if more work needs to be done
    - Has been a little late to some meetings
    - Some oversights with shipping and PCB have been issues

7:02

* + Leon
    - Haven’t had much to show since he has been held back with the receiver work
    - Will be working more with Jeremy and he can help out with some work
    - Has been doing a lot of work and communicating trying to keep up with the work he is doing
    - Should present work to the team more for review
    - Has been helping other team members as well with his own work
    - Last design review was his best since he was able to describe his own work very well
    - Can ask the team more for help in a video call if some hardware issue comes up
    - State Machine/Flow chart also needs to be redone
* **Group discussion:** How we can improve as a team, what changes should we make to the team, what should our workflow look like going forward.

7:12

* + Was kinda burnt out when it comes to reviewing slides
  + Team is getting burnt out overall, need to finish strong
  + Discord has been being used more effectively with peer review and TA help
    - Peer review needs more improvements
  + Gantt Chart has been being used well
  + Trello is very far behind
  + Try to meet in person with whoever is available, since the team is divided by area
  + Report drafts need to be updated since they all need to be the same format
    - Outlines need to be done first and reviewed before actually writing
* **Individual Improvement:** Everyone says one or two things that they are going to improve on before the next design review.

7:21

* + Dylan
    - Ask for help earlier don't be overconfident in everything(expect mistakes)
    - Don't panic/rush when issues arise

7:24

* + George
    - Get better at math
    - Be more forward in pointing out errors/mistakes but make sure to be respectful

7:25

* + Isaac
    - Participate more on critiquing other people’s work
    - Spend more time in the beginning of the week

7:26

* + Jeremy
    - Work more in-person with Leon, making effective power tests for the components available
    - When writing, plan ahead and do a good outline before trying to write

7:27

* + Ryan
    - Ask for help when no tasks are at hand, be proactive about getting tasks from others
    - Show up on time to team meetings

7:28

* + Leon
    - Need to update team with the work I’m doing, especially this week with so much to do
    - Ask for more help, especially with any hardware connections

Meeting End: 7:30 PM