Client Meeting Minutes

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| **Meeting #:** | 3 |
| **Date:** | 12 September 2013 |
| **Location:** | Mario’s Cafe |
| **Start Time:** | 8:00am |
| **End Time:** | 9:00am |
| **Members Present:** | Joshua Stopper (JS)  Daniel Corsaletti (DC)  **Client contact Philip Michael (PM)** |

**Agenda/Purpose**

1. Gave PM update on the progress of the project and issues we are having with it
2. JS Asked PM about working out the amplitude and frequency of hand movements. PM says we only need to calculate for 1 hand, and that frequency of movement is usually only tested for 1 finger as well and only on the y axis (vertical movements)
3. We asked PM how we could test this for complete accuracy and he suggested we could try to use accelerometers or a high speed camera
4. We discussed the output of the program and were told we just need to display figures about the test like amplitude and frequency, graphs were not needed
5. Discussed the final deliverables for the project

**Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| Modify code to complete frequency. Easy Change | 17/09/2013 | JS |  |
| Calculation of amplitude must be completed now | 20/09/2013 | ALL | All members must attempt to figure out how to do this |
| Try to organize the use of an accelerometer to complete testing | 20/09/2013 | ALL | Ask Caslon at meeting |
| Add additional information to Requirements Document | 17/09/2013 | ALL |  |

**Status of Previous Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| PM will send a link on dropbox with information about hand tremors | 02/09/2013 | PM | Complete |
| Client Agreement Document must be complete and handed in soon. PM wants a form to sign, but requires all data to be filled in first | 02/09/2013 | JS | Complete |
| Requirements document can now be completed with all the information gathered from PM | 05/09/2013 | ALL | Needed the additional information from PM |
| Once PM has sent out dropbox link, members must research information about tremors |  |  | Complete |

**Next Meeting**

The next meeting was scheduled on 19/09/2013 at 6:00pm