Team Meeting Minutes

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| **Meeting #:** | 6 |
| **Date:** | 1 October 2013 |
| **Location:** | Level 1 Swinburne Library |
| **Start Time:** | 12:30pm |
| **End Time:** | 1:30pm |
| **Members Present:** | Joshua Stopper (JS)  Tran Xuong Tran (TXT)  Minh Duc Nguyen (MDN)  Daniel Corsaletti (DC)  Shengwei Li (SL) |

**Agenda/Purpose**

1. Briefed team members who weren’t at client meeting what Phillip has asked for in regards to noise
2. Members tried to figure out how the calculation should work in our program. No success, we may need to talk to Phillip’s maths specialist friend
3. MDN showed how he has implemented the hand guide on the screen for the hands free tutorial
4. Progress on documentation discussed. Test Plan near completion, Development Plan near completion and feedback received from SRS shared with team

**Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| Complete SRS document, taking feedback into account | 8/10/2013 | DC |  |
| Complete Test Plan document | 8/10/2013 | DC |  |
| Complete Development Plan | 8/10/2013 | TXT & SL |  |
| Contact maths specialist about how to implement noise cancellation formula | 8/10/2103 | JS |  |
| Try to put a hand on the screen for the interactive guide rather than blocks | 8/10/2013 | MDN |  |

**Status of Previous Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| Still need to implement velocity and acceleration, however since Leap Motion already identifies these 2 statistics that should be easy | 8/10/2013 | JS | Almost complete |
| Background guide needs developing | 8/10/2013 | MDN | Complete |
| Continue development of Development Plan and Test Plan | 8/10/2013 | ALL | Development plan and test plan almost complete |

**Next Meeting**

Next meeting will occur on 8/10/13 at 12:30, most likely in the library