Team Meeting Minutes

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| **Meeting #:** | 4 |
| **Date:** | 10 September 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. JS showed new code that can track the frequency of movement in a palm
2. Discussion on what the frequency of movement is. Need to confirm if Hz are calculate from directional changes or from passing over starting position
3. Prototype layout was discussed
4. Progress of documentation. SRS cannot be completed until after next client meeting. Good progress on Development Plan and Test Plan has just been created by DC

**Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| Frequency of palm has been developed, frequency of fingers need to be developed | 14/09/2013 | JS |  |
| Need to confirm the output of Hz. Are we identifying the Hz for the entire hand at once? How do we identify 3D movement Hz? | 16/09/2013 | ALL |  |
| Continue development of Development Plan and Test Plan | 16/09/2013 | ALL |  |

**Status of Previous Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| Each member has to develop a thorough understanding of tremors | 10/09/2013 | ALL | Complete. Still have more to identify about frequency |
| SL to complete slides so JS can give the elevator pitch at our next lecture | 09/09/2013 | SL | Complete. JS completed presentation as well |
| Clarify with Caslon if we even need to develop a project plan if we are also developing a development plan | 03/09/2013 | DC | Complete. Do not need to develop both, however we need to identify tasks and time frame |

**Next Meeting**

Next meeting will occur on 17/09/13 at 12:30, most likely in the library