Supervisor Meeting Minutes

|  |  |
| --- | --- |
| **Meeting #:** | 5 |
| **Date:** | 17 September 2013 |
| **Location:** | EN501b |
| **Start Time:** | 1:30pm |
| **End Time:** | 2:00pm |
| **Members Present:** | Joshua Stopper (JS)  Tran Xuong Tran (TXT)  Minh Duc Nguyen (MDN)  Daniel Corsaletti (DC)  Shengwei Li (SL)  **Supervisor Caslon Chua (CC)** |

**Agenda/Purpose**

1. Discuss what happened in the previous week’s client meeting with Phillip. We discussed the possible use of a high speed camera and an accelerometer
2. CC suggested that it might be a better solution to film a few tests being conducted and to ask a professional (Phillip) if these hand movements are producing the results he believed would be produced
3. Asked CC about the use of a Usability lab. Since this program is being developed for Phillip only and would not have a wide range of users who need to focus on ease of use or speed it is not necessary to book a lab
4. Feedback on our personal logs was given back. CC wants to see us resolve an issue in the following week if we bring it up the week beforehand
5. CC has asked us to hand in and complete our personal logs and asked if we would like to share the results with everyone
6. Testing of the program was talked about, specifically having some different and realistic test cases tested i.e. taking off gloves, rings, etc…

**Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| Ask Phillip if video recording of testing is sufficient testing | 26/09/2013 | All |  |
| Make sure we always correctly complete our work logs | Ongoing | All |  |
| Discuss the availability of peer review results to one another | 17/09/2013 | All |  |
| Testing document needs to have test cases developed | 1/10/2013 | All |  |

**Status of previous decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Items to complete** | **Date to be completed** | **Person responsible** | **Comments** |
| Clarify with client how they wish to store data (database or text files) | 12/09/2013 | ALL | Text Files |
| Identify everything the client needs us to hand over at the end of the project | 12/09/2013 | ALL | Program is the only necessary handover besides the manuals |
| Research Euclean movement and try to implement in program | 17/09/2013 | ALL | Complete |
| Ask Phillip about availability of tremor analysis for his other machines | 12/09/2013 | ALL | Complete. None available |
| Create Mid Semester work plan | 17/09/2013 | ALL | Complete |
| Complete peer review for next week | 17/09/2013 | ALL | Complete |

**Next Meeting**

Next meeting will occur on 1/10/2013 EN502a