

Minutes of Meeting

Group PG 19

8 September, 2015

Attendance

Chair: a1662541 Yang Jiajun
Secretary: a1446944 Shaun Zander
a1653772 Zhang Yun
a1657343 Luo Yawen
a1653772 Zhang Yun
a1671836 Wei Jingwen
a1690773 Wang Yuzhu
Absent: a1651541 Lee So Min (no apologies)

1 Review of the Last Minutes

A summary of the previous meeting was presented. This included the robot movement demo and some questions of the SRS.

2 SRS Critique

The following feedback was given for the SRS Draft.

- Header and Content - It contains good structure and content.
- Make sure to include the Group Name which is currently missing from the document.
- The document reads and flows well.
- Section 1 was a good statement of purpose and scope.
- Section 2 was well structured. However, a lot would be better with more detail and explanation. It would also benefit from having more non-technical information. This needs to be there for the client.
- Section 2.2 will need to be redone to explain it better. This is the best place for non-technical information.
- Section 2.3 needs better organisation and flow. It is good but does need more development.
- Section 3 needs to start with an introduction to explain what you are doing. Overall the requirements were good but need more development.

- The document had good numbering and formatting. Go through the template because it had what to put where such as acceptance criteria and dependencies.
- Section 4 needs more information but is very good.
- Section 5 has good diagrams and discussion. It is done well.
- Section 6 is also done well.
- Overall, it is done very well with good thinking and good foundation.

The mark for the SRS Draft is a 16/20. The average is 12/20 so this is a good submission.

3 GUI Revision

The revised GUI is an improvement on the last one. It is a lot clearer. However it is important that the GUI be presented in a workable form on a PC at this stage. A demo of the GUI will be presented in the client meeting of week 8.

4 Week 9 Milestone Freeze

The following was presented to be our Milestone Deliverables in week 9.

- Robot Movement - Forward Back Left and Right
- Colour and distance sensor
- GUI Prototype
- Software Design Document (SDD) Draft
- Software Project Management Plan (SPMP) Draft

5 Next Meeting

The next client meeting will be held at **3:30pm** on the **15th of September, 2015**. It will be held in the **SEP Lab**.