

Monday 3/19/18 Meeting

AGENDA

- **Date, time:** 3/19/18, 3:00 – 7:00
- **Location:** Hitchcock 214/208
- **Objective for meeting:**
- **Action items:**
 - Start code for performance test 4
 - Work on documentation
 - Start construction of final wrench mechanism
 - Start construction of fuel crank mechanism

Prospective Timetable:

3:00	Listen to in class announcements and begin work immediately after. Two team members should work on constructing the new wrench mechanism while two other members should work on documentation and project management.
3:30	^^
4:00	^^
5:00	Start code for performance test 4 while other members continue to work on constructing the new mechanisms. If needed, move on to project management.
6:00	^^
7:00	^^

NOTES

- Attendance: Avey, Sean, Kyle, Sarp
- Timetable
 - **3:00** – Listen to in class announcements.
 - **3:30** – Kyle and Sarp work on constructing the new wrench mechanism while two other members should work on documentation and project management.
 - **4:30** – Start code for performance test 4 while other members continue to work on constructing the new mechanisms.
 - **6:00** – Avey moves back to project management while Kyle, Sarp, and Sean continue working on the new mechanisms
 - **7:00** – Team packs up to leave open lab
- Completed Action Items
 - Start code for performance test 4
 - Work on documentation
 - Start construction of final wrench mechanism
 - Start construction of fuel crank mechanism
- Uncompleted Action Items
 - Finish wrench/fuel crank mechanisms
- Goals for next time
 - Continue working on new mechanisms
 - Finish PT 4 code
- Other notes:
 - none