

Meeting Minutes

Location: EGR Rm. 108

Subject: Review Individual Analyses Memo & Presentation/Report layout

Date: 10/12/18 Time: 8:00am

Individual Analyses Memo:

- Reviewed the memo and made adjustments. Clarified misunderstanding(s).

Presentation:

- Delegated Tasks
- **Project Description**
 - Project description- Faisal
 - Sponsor/importance of project-Faisal
 - Black Box Model-Riley
 - Hypothesized Functional Decomposition-Riley
- **Designs Considered**
 - Concept Generation techniques implemented (5-4-5 & individual) – Riley
 - Identify a design or two per component of the wind turbine (Blades, Yaw, Tower, etc.) -Abdulaziz
 - **Discuss the pros and cons for each, and why we see them as pros or cons**
- **Design Selection**
 - Pugh Chart – Tanner
 - Decision Matrices – Tanner
 - Summary of how the final designs meet requirements – Tanner
- **Schedule & Budget**
 - Discuss Schedule (upcoming tasks, current position in time, etc.) -Naser
 - Present updated anticipated budget – Naser

Report (Due 10/19/18)

- Report is due next Friday (beware of the impending due date)
- Was decided on by the team to have parts done by Wednesday night, to provide ample time for revision on Thursday and Friday.

- Each team member will populate the section(s) that they have presented in class or had strong participation in (i.e. Naser will write about the schedule and budget & his concepts created). This strategy will keep writing tasks separate, breaking the work into even chunks.

Meeting Adjourned: 9:27am