

Meeting Minutes

Date: Sep 20, 2017

Time: 7:00 pm – 11:30 pm

Attended: All the group were attended

Topics:

1. Design ideas
 2. Selection of design
 3. Report
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Executive Summary

In this minute we are going to discuss about the meeting with our client. We have discuss about the design ideas for the concept of Marshall Classroom for disabilities. Few design ideas have discussed with the client and asked about the client thoughts for the concepts.

Design Ideas

In design ideas we have asked the client what type of concept he is looking for this project. And also showed some of the design ideas about the project which includes sensory board, wheel chair concept, multiple walls and lot more ideas. And then asked about the client to which one is best for this project.

Selection of Design

In response to the designs we have presented to the client he responded to go with the sensory board. For the selection of sensory board concept we have to generate multiple ideas and then using different selection methods to finalize our design. For the selection of design we can use Pugh Chart and then Decision Matrix to finalize our design. Pugh Chart matrix will narrow down the results to 3 final designs and then Decision Matrix will narrow down the result to final design

Report

Then we have discussed with the client about the report. Report format has presented by the client and we have asked for design research in the report and the sub-system level designs. Client said that design research basically is the finding some similar design ideas or the concept which can use for our project as well. And sub-system level designs are basically few parts of the project which are important in the project which may include board, fabric material, or the material to build the board.