

MEETING REPORT- 10

ATTENDANCE:

Name	Function
Mei Lang Xiong	Team Leader
Sudip Khadka	President Meeting
Vivek Varma	Secretary Meeting
Anand Swaroop	File Manager
Toran Chhantyal	Project Manager
Elnaz Ghavanlou	Financial Manager

ABSENT:

None

AGENDA:

Topics to be discussed:

- Collision test
- Sankey diagram
- SSV 2 questions
- Modifications of design and 2D drawing
- SSV part 2 report

TASK LIST AND FOLLOW UP:

Assignment	Responsible	Team members	Due date	Finished (Y/N)	Actual workload (h)
Modifications of design and 2D drawing	Toran and sudeep	Team	05 May	Y	4
Collision test	Vivek	Team	05 May	Y	3
Sankey	Anand	Team	05 May	Y	3
SSV part 2 Report	Elnaz	Team	05 May	Y	3
SSV 2 questions	Mei Lang and Vivek	Team	05 May	Y	3

AGENDA DISCUSSION:

➤ **Assignments**

We made collision test of our SSV. We need to make some modifications to our design to withstand the collision. Members are assigned tasks that has to be done by 06-05-2014. Tasks are :

- Sankey diagram
- Relating the collision test with race.
- Modification of current SSV design and also making 2 D sketch
- Solving remaining questions given in SSV part 2 report
- Making SSV-2 report.

➤ **Literature Study**

- The report during meeting and meeting report will be uploaded on wiki pages by the same people that are assigned to it.

➤ **Miscellany : none**

FUTURE MEETING:

The next meeting will be on Friday i.e 09-05-2014 next week at 10:00 am to discuss errors and improvements.
Venue: cafeteria