

MEETING REPORT- 4

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:

- verifying Optimal Gear Ratio
- verifying Optimal Mass
- Matlab
- simulink

TASK LIST AND FOLLOW UP:

Assignment	Responsible	Team members	Due date	Finished (Y/N)	Actual workload (h)
Verification of Optimal gear ratio and matlab	Toran and sudip	Team	3 mar	Y	4
simulink	Vivek	Team	3 mar	Y	4
Verification of Optimal mass calculation	Anand	Team	3 mar	Y	4
Meeting Report 4	Anand and Vivek	Team	3 mar	Y	1
Reports	Mei Lang	Team	3 mar	Y	4
Blog	Elnaz Ghavanlou	Team	3 mar	Y	4

AGENDA DISCUSSION:

Team members were not pleased with the results which are obtained during the last meeting, so the calculations are again proposed and verified by every individual in the group. And following tasks were satisfied in this meeting:

- verification of Optimal gear ratio,
- verification of Optimal mass of SSV,
- Final velocity attained by the SSV and the maximum height the ball would reach
- Simulations using Matlab and Simulink

➤ 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 14-03-2014 next week at 10:00 am to discuss errors and improvements.

Venue: cafeteria