

Meeting Purpose: System Level Design Review

Materials Reviewed:

- Project Summary (Revision 1)
- Project Breakdown (Revision 1)
- Customer Needs (Revision 2)
- Engineering Specs (Revision 2)
- Risk Assessment (Revision 2)
- Concept Selection (Revision 2)
- Project Plan (Revision 1)
- Work Breakdown Structure (Revision 1)

Attendees:

- George Slack (Electrical Engineering Faculty and Faculty Advisor)
- William Clymer (Associate Director of PEN International and NTID Representative)
- Andrew Robertson (NTID Representative)

Students:

- James Spoth
- Chris Mienev
- Joseph Cole
- Kendell Clark
- Christopher Crowley
- Kristin Gagliardi
- Tim Williams
- Daniel Bradshaw
- Lindsay Power
- Ryan Vaughan

Recorded by: Joshua Locke

Meeting Date: January 15, 2010

Previous Open Action Items Reviewed: N/A

Action Items					
Item #	Description	Responsible	Due Date	Close Date	Comments
A001	USB Extra Key Protocol	EE	Wk 7		
A002	C-Print Keyboard and Software	EE/ME	Wk 7		
A003	Multi-directional Keyboard	EE/ME	Wk 7		
A004					
A005					

Issues					
Item #	Description	Responsible	Open Date	Close Date	Comments
I001	Variable Finger Strength	ME	Wk 5	Wk 5	Phase III Responsibility
I002					
I003					
I004					
I005					

Decisions				
Item #	Description	Contributing Individuals	Decision Date	Comments
D001				
D002				
D003				
D004				
D005				