

Item	Action	Owner	Support Staff	Prospective Date Completed	Status	Done	Date Completed		
0	Pick up eyebolt from Fastenal	Liz	Erika	2/7/2014	Complete	Yes			
1	Preliminary Testing Feedback Forms	Erika		2/3/2014	Complete	Yes			
2	Final Testing Feedback Forms	Erika	Jacob	2/18/2014	Complete	Yes			
3	Order Pedals	Jacob		2/6/2014	Complete	Yes			
5	Buy 2x4s and plywood	Liz	Erika	2/11/2014	Complete	Yes			
6	Find what competition to join	Everyone		2/21/2014	Complete	yes			
7	Submit Imagine RIT proposal	Liz	Jacob	3/1/2014	Complete	Yes			
8	Attach chips to prototype 'PCB'	Chris		2/18/2014	Complete	yes			
9	Call Metals Depot	Jacob	Kyle	2/18/2014	Complete	Yes		blue in PO	
10	Source Motor Mount	Jacob	Jess	2/18/2014	Complete	Yes			
11	Source Brackets	Jess		2/18/2014	Complete	Yes			
12	Source Machine Screws	Kyle		2/18/2014	Complete	Yes			
13	Source Lock Washers	Jacob		2/18/2014	Complete	Yes			
14	Source cheaper casing	Jacob		2/18/2014	Complete	Yes		blue in PO	
15	Source 5/16 Shaft Collar	Kyle		2/18/2014	Complete	Yes			
16	Source 1/4 Shaft Collar	Kyle		2/18/2014	Complete	Yes			
17	Source Large Shaft	Jess		2/18/2014	Complete	Yes			
18	Source Small Shaft	Jess		2/18/2014	Complete	Yes			
19	Source Eyebolt	Erika		2/18/2014	Complete	Yes			
20	Get casing cut	Kyle	Jess	2/18/2014	Complete	yes		we will cut casing	
21	Get crank arms machined	Jess	Kyle	2/18/2014	Complete	Yes			
22	Get keys cut into gears	Kyle	Jess	2/18/2014	Complete	yes		they will cut gears	
23	Motor Test Plan developed	Chris		2/18/2014	Complete	yes	2/18/2014		
24	Format Generator Circuit Test plan	Chris		2/18/2014	Complete	yes	2/18/2014		
25	Put in proposal for other competition	Jacob	Jess	5/6/2014	Complete	Yes		5 essays, 3 references	Created google docs for essays
26	Create Assembly procedure for Gearbox	Jess	Kyle	2/20/2014	Complete	yes			
27	Assembly drawings	Kyle	Jess	2/18/2014	Complete	yes			
28	Full product exploded view	Kyle	Jess	2/18/2014	Complete	yes		mostly complete?	
29	Create Instructions for EDGE updates	Jess	Liz	2/18/2014	Complete	yes			
30	Write Pages for Headings on EDGE	Liz		2/20/2014	Complete	yes			
31	Finalize BOM and upload	Liz	All	2/18/2014	-79	In Progress		3 of 6 done, other 3 removed	Be complete by 3/13/2014
32	Motor Mount Drawing	Kyle	Jess	2/18/2014	Complete	yes			
33	Manufacturing Instructions for Shafts	Jess	Kyle	2/20/2014	-77	In progress		Getting costs per 1000 from Bonzo	
34	Assemble gearbox	Jess	Kyle	2/23/2014	Complete	yes	3/19/2014		
35	Assemble Seating and Track	Liz	Erika	2/23/2014	Complete	yes			
36	Assemble Electronic Components	Chris		2/23/2014	Complete	yes	2/18/2014		
37	Finalize Motor Testing documentation	Chris	Kyle	2/23/2014	Complete	yes			
38	Obtain Heart rate monitor	Jess		2/18/2014	Complete	Yes			
39	Start template for poster and paper	Jacob	Erika	2/25/2014	Complete	Yes			
40	Order cigarette plug	Jess		2/18/2014	Complete	Yes	2/23/2014	Radio Shack	
41	Add picture to Imagine site	Liz		2/28/2014	Complete	yes		not possible yet...	
42	Update Project Plan on Edge	Liz	Jacob	2/20/2014	Complete	yes			
43	Update Motor Testing Plan on Edge	Liz	Chris	2/20/2014	Complete	yes			
44	Purchase circuit board	Chris	Jacob	2/28/2014	Complete	yes	3/4/2014		
45	Purchase plywood	Liz	Jacob	2/27/2014	Complete	yes			
46	Fastening Seat Insert and stabilization	Jacob	Liz	3/6/2014	Complete	yes			
47	Gearbox Test Plans	Jess	Kyle	2/23/2014	Complete	yes	3/19/2014	Going over it with Kyle	
48	Test Trace-ability	Jess	Liz	2/25/2014	Complete	yes	3/19/2014		
49	Technical Paper Final (delegate appropriate sections)	Jacob	Everyone	4/17/2014	Complete	yes	4/28/2014	Been Started	
50	Assemble entire product put together (gearbox, track, seat, and PCB)	Everyone		3/16/2014	Complete	yes			
51	Test stability of new track and seat design	Jacob	Liz	3/11/2014	Complete	yes		Design is done. Working on build.-	Preliminary testing is started
52	Test gearbox (entire)	Jess	Kyle	3/13/2014	Complete	yes	3/19/2014		
53	Formalize all testing results	Erika	Jacob	3/13/2014	Complete	Yes			
55	Update risks and issues log	Jess	Jacob	3/16/2014	Complete	yes	3/19/2014		
56	Peer Review	Everyone		3/16/2014	Complete	yes			
57	Update customer on status (present?)	Jess	Everyone	3/16/2014	Complete	yes		Emailed to invite them the week we get back from break	
58	Preliminary Testing entire unit	Erika	Liz	3/13/2014	-56				
59	Formalized Testing Plan complete	Erika	Liz	3/13/2014	Complete	Yes			
60	Formal Testing Started	Erika	Liz	3/13/2014	-56			awaiting final assembly	
61	look over testing plans	Liz		3/13/2014	Complete	yes			
62	Update EDGE with external design competition	Liz		3/5/2014	Complete	yes	3/10/2014		
63	Decide on Top and bottom	Jess	Kyle	3/6/2014	Complete	yes		Acrylic; working on it	
64	FBD on tipping over bucket	Liz		3/6/2014	Complete	yes	3/11/2014		
65	Run pump and bulb from breadboard	Chris	Chris	3/4/2014	Complete	yes	3/11/2014		
66	Go back through BOM	Jacob		3/13/2014	Complete	Yes		Check pricing; did as a group	
67	Add necessary Risks	Everyone		3/6/2014	-63	NO			
68	Order buckets	Jacob		3/6/2014	Complete	Yes		Complete because it was unneeded	
69	Obtain creo drawings for user manual	Kyle	Erika	3/7/2014	Complete	yes			
70	Add standoff to drawings and BOM	Kyle	Jess	3/7/2014	Complete	yes			
71	send Liz Erika's schedule	Erika	Liz	3/8/2014	Complete	In Progress		when-to-meet	
72	make contact with each volunteer	Everyone	Erika, Jacob, Kyle	3/13/2014	Complete	yes			
73	Motor Testing	Chris		3/12/2014	Complete	Yes		Not possible at this time	
74	Test old generator circuit's efficiency to see if ours is more efficient	Chris		5/1/2014	Complete	yes	3/16/2014		
75	Add section to end user testing to monitor the generated voltage as the tests are being run with the volunteers	Chris		3/22/2014	Complete	yes		too hard to do that because there are no more open leads to the circuit in order to measure	
76	Upload new schematic to edge	Chris		3/16/2014	Complete	yes	3/16/2014		
77	Drill hole for pump in gearbox	Kyle	Jess	4/3/2014	Complete	yes	4/4/2014		
78	Attach pump connection to gearbox circuit	Chris	Kyle	4/3/2014	Complete	yes			
79	email Kate about LED decision	Jess	Liz	4/3/2014	Complete	yes			
80	test LEDs in sunlight	Chris		4/5/2014	Complete	yes		wasn't done, team consensus decided to skip it	
81	Update edge (testing, pictures, video, and results)	Chris	Jess	3/6/2014	Complete	yes	4/29/2014	Send Jess data	

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82	Fix peer review on edge	Jess		3/4/2014	Complete	yes			
83	Update Drawings	Kyle		4/15/2014	Complete	yes			
84	Results from failed testing and new testing	Chris		3/14/2014	Complete	Yes	3/16/2014	Send out to everyone	
84	Add Updated Drawings to EDGE	Jess	Liz	4/17/2014	Complete	yes	4/29/2014	circuit on edge	
85	Order M3 screws	Jess	Kyle	3/16/2014	Complete	yes			
85	Pick up new wood screws	Jake		4/10/2014	Complete	Yes			
86	Soulder wiring for motors	Jess	Chris	3/16/2014	Complete	yes			
86	Find new motor	Jess	Jacob	4/13/2014	Complete	Yes			
87	update seating drawings	Kyle	Erika	3/18/2014	Complete	yes		working on it 3/13	
87	Get new shaft made	Kyle	Jess	4/15/2014	Complete	Yes			
88	make sure updated edge	Liz		3/18/2014	-51			Looking for improvements, find holes	
89	Update drawings	Kyle	Erika	3/18/2014	Complete	yes		Adjust gearbox, L-brackets, notches in seat assembly	
90	Waiver forms put together	Erika	Jacob	3/18/2014	Complete	Yes	3/17/2014		
91	Complete build of new insert	Jacob	Liz, Erika	3/18/2014	Complete	Yes			
92	Talk to Sarah Brunell about color association	Jacob		4/3/2014	Complete	yes		not heavily associated	
95	Drill holes into opposite side of gearbox for LED	Jess	Kyle	4/7/2014	Complete	yes			
93	talk to professor about LED blink	Chris	Jacob	4/18/2014	Complete	Yes		not necessarily a solution, just a definitive answer to what's happening, verified by an expert	Slack
94	Put together old gearbox and test torque	Kyle	Jess	4/14/2014	-24	In progress		Torque test will be done using force meter	
97	acquire 8 button-head screws	Kyle	Jess		Complete	yes			
98	Re-source LEDs, connection wire	Chris	Liz	4/29/2014	Complete	yes			
99	Re-source track, shaft collars, bearings	Jake	Liz	4/29/2014	Complete	yes			
100	Re-source screws, retaining ring, L-brackets, eye-bolts, screwdriver, grease, arrow, socket	Liz		4/29/2014	Complete	yes			
101	Re-source acrylic for gearbox top	Kyle	liz	4/29/2014	Complete	yes			
102	get another lid	Liz		4/24/2014	Complete	Yes			
103	Update Edge	Liz	Jess	5/8/2014	0				
104	Bring board and sticky notes to imagine	Jess	Jacob	5/4/2014	Complete	yes			
105	Finish part of the paper	Chris	Kyle	5/6/2014	Complete	yes			
106	Get in touch and set up testing	Erika	Jacob	5/7/2014	-1				
107	Finish part of the paper	Jacob		5/6/2014	Complete	yes			
108	Finish part of the paper	Erika		5/6/2014	Complete	yes			

Issue #	Issue	Description	Plan to eliminate	Responsible	Action # related to	Decision # related to	Date Entered	Date Resolved
1	wrong product	Bought Particle board instead of Plywood	buy correct stuff	Liz	45	2	2/20/2014	2/28/2014
2	shoulder-axis stability	the bucket could tip?			-		2/20/2014	
3	10in eyebolt vs. 8 in eyebolt	Fastenal only had 10 inch	alter what we already have	Liz	-		2/25/2014	3/4/2014
4	When the user leans back it is possible for them to tip backwards	Weight on one end of the track doesn't equal weight on seatback	Create mitigation plan so that if gearbox doesn't hold the track down with enough weight, we can implement a plan.	Jacob and Kyle	64	6	2/25/2014	
5	Wearing Gears	Sand/Dirt		Jess and Kyle				
6	Still don't know whether we are using a regulator on the circuit	Still don't know whether we are using a regulator on the circuit	Testing	Chris			2/11/2014	
7	Gearbox base	Need to decide on bottom	design	Jess			3/19/2014	
8	Carry/Move Gearbox	Need to fashion a way to carry	design/build	Jess			3/19/2014	
9	Track and gearbox doesn't line up	The adjustable track holes and the gearbox holes do not line up	RE-drill holes in track	Jacob and Kyle	-	-	4/1/2014	4/1/2014
10	LED colors	which colors in which order?	talk!	Chris	-	5	4/3/2014	
11	LED visibility in sun	are different colors harder to see in the sun? do we need an overhang?	test the LEDs in the sun	Chris	80		4/3/2014	
12	gearbox wiggles around eyebolt axis	we planed the track>smaller than 1.5 in	test how much of a problem, discuss, shim it?	Jess			4/3/2014	
13	bucket cracking	the inner supports of the bucket lift up on the lid and push back on the cut part of the bucket	affix supports to track inside bucket; cut the lid to allow through-passing of the back support; cut supports to not interfere with the lid	Jake	91, 64	4	3/17/2014	3/17/2014
14	resistance on motors greater going forward	the LED holes were drilled so that the front was established. The direction of pedalling needs to be reversed to make it easier to pedal.	the drill holes in other side	Jess			4/6/2014	
15	crank arm hitting head of bolt	one or more of the bolt heads is hitting the crank arm during operation and making noise; crank arm/shaft is flexing inward during operation	replace bolts with button-heads	Jess	94		4/8/2014	
16	crank arm contacting gearbox	the bottom of one crank arm is making a circle on the gearbox; crank arm/shaft is flexing inward during operation					4/8/2014	
17	LEDs blink at a very low voltage	right around 4V, all of the LEDs blink once very quickly		Chris	93			
18	main, input shaft might be bending > durability issue							
19	attach supports wrong	bucket supports could be assembled 'inside-out'	mark them with Xs and Os					
20	12v connection is now coming out of the wrong side	We had to switch the pedals to rotate the opposite direction so the 12V connector is coming out the wrong side	No plan just yet. If it becomes an actual issue then we will deal with the issue	Jess			4/8/2014	
21	Interference in screw locations	The screw from the bottom of the bucket is interfering in the location of the bucket supports, and seat assembly					4/10/2014	
22	Need beefier motors to satisfy the voltage needed	Tradeoff between volts vs. torque needed. we need more volts and have space to increase the torque needed		Jess/Jacob			4/10/2014	
23	Shaft bent		REmake shaft	Kyle/Jess			4/10/2014	
24	Crank arm not press fit	Shaft Turned too much and so it couldn't be press fit	used loctite, maybe add groove with retaining ring if doesn't add too much stress	Jess/Jacob				
25	Key sliding out	Key is sliding out on the crank arm that was supposed to be press fit	Working on it	Jess/Kyle			4/24/2014	

Decision #	Decision	Description	Responsible party	How was decision made?	Can this decision change and why?	Date decision made	Issue # related to	Action # related to
1	Use Jess' friends' heart rate monitor to test	Use for testing: use BMI and charts to decide how much work the person is doing and their athleticism	Jess and Erika	Consensus	Yes, when it gets closer to testing	2/4/2014	-	-
2	leave particleboard for subsystem demo, will eventually replace with correct material		Liz	Consensus (Jake, Liz, Kyle, Jess)	Yes, it is mostly superficial for our purposes	2/20/2014	1	45
3	We will cut down the 10 inch eyebolt to an 8 inch eyebolt	Will cut down as long as the threads are long enough	Jacob	Consensus (Jacob, Liz, Kyle, Chris, Jess)	Yes, if we feel like purchasing instead Yes if the seat back is moved back a little	2/25/2014	3	-
4	Cut the lid	Didn't want to cut the lid but for a better less stress on the bucket design we decided to cut the lid	Jacob	Jacob		3/17/2014	13	-
5	red-red-red	red-green-green: red might encourage the user to stop before they make enough power; green-green-red: first green is not actually enough power, but they might think it means good. green-green-green would be nice, but we don't have those LEDs. The first light is a powering/functioning light, so red could make sense for that. Based on Sarah's experience, 3rd world countries do not have the strong color associations that we have.	Chris	Consensus	yes, if we get better information	4/3/2014	10	92
6	track will stick out both sides of the bucket	4 inches of protrusion of track will be enough to prevent tipping, a small piece of plywood will also help	Liz	FBD/Consensus		3/15/2014	4	64
7	drill holes in opposite side	reverse what is considered the front and drill new LED holes	Jess	Majority	Yes, if Liz vehemently disagrees	4/6/2014	14	
8	Source bigger motors	We are sourcing larger motors. Specs to come	Jess	Discussion	Yes, we might just add another motor of the same size in a different location within the gearbox to gain the necessary ~2v.	4/10/2014	22	
9	Have shaft remade	Have the shaft remade and then increase the torque needed but reduce the RPMs required because we believe that that is what bent the shaft	Kyle	Discussion	No, it needs to be remade	4/10/2014	23	
10	replace regulator in circuit	we need to not break this bulb	Chris Liz	Jess	yes, if Kate responds with information that the ballast will regulate it	4/24/2014		