

## Minutes

2/13/13

- Technical paper requirements:
  - Abstract
  - Nomenclature if necessary
  - Intro/Background
    - Objective, historical context, standards
  - Process/methodology
    - Theoreticals, assumptions, methods+experiments performed
    - Customer and Engineering requirements
    - Constraints (standards?)/Concepts
    - Evaluation/analysis/building/testing
  - Results/Discussion
    - Describe final product
    - Were specs met?
    - How did you evaluate its success
  - Conclusion and Recommendations
    - Critical eval of project successes and failures
    - What would you do differently?
    - Recommendations for future iterations.
  - References
  - Acknowledgements:
    - Sponsors/customer
    - Zona/Varela
- Should now exceed 8 pages
- Register for Imagine RIT

## ACTION ITEMS:

- Anushka- make other purchases.
- Anushka and Brian- continue technical paper
- Kyle- call Swagelok about ball valves. Can they expedite?
- Kyle- Call McMaster and ask about ball valves orifice size (CV value)
- Jake- order cable for DAQ
- Mitch- continue modifications to old procedural.