

Kon-Tiki Heat Recovery System: Action Items

Responsible Party	Description	Due Date	Status	Comments
Kyle	Compile Eng Req and Risks to one working document	10/22/2015	Complete	
Kent	Put design review notes up	10/22/2015	Complete	Donions
Courtney	Look up materials for drying box	10/22/2015	Complete	
Zak	Understand airflow conundrum	10/22/2015	Complete	
Kent/Kyle	Understand radiation thing, work more on flow rate and pipe geometry	10/27/2015	Complete	
Courtney/Zak	Plan for prototyping of Leaf system	10/27/2015	Complete	
Kent/Kyle	Plan for prototyping of Water system	10/27/2015	Complete	
All	Make list of materials that we need to know are available	10/23/2015	In progress	
Kent/Kyle	Look handsome	10/29/2015	In progress	All day every day
Kent	Assemble subsystems to a complete model	10/22/2015	Complete	
Kyle	Email Hans-Peter about Materials and send him system model	10/23/2015	Complete	
Courtney/Zak	Prototype test plan for leaf box	10/29/2015	Complete	
Kent/Kyle	Prototype test plan for hot water pipes	10/29/2015	Complete	
Courtney	Meet with Sam to see how she is modeling her banana dryer and what her suggestions would be.	10/28/2015	Complete	See meeting note doc
Courtney	Meet with Dr. Stevens to confirm calculations and prototype test plan.	10/28/2015	Complete	See meeting note doc
Phung	Get more information and plan on thermostats	11/3/2015	Complete	
Phung	Schedule review with Sarah	11/5/2015	Complete	
Phung	Talk to Dr. Stevens about date	11/3/2015	Complete	
Kyle	Set up new test with Kathleen	11/3/2015	Complete	
Kyle & Kent	Determine structure size and build plan	11/3/2015	Complete	

Kent	Create materials list of what we have	11/3/2015	Complete	
Phung	Talk to Leaf people	11/3/2105	Complete	
Kyle & Kent	Create assembly kit	11/5/2015	Complete	
Courtney & Zak	Complete list of materials for leaf prototype	11/3/2015	Complete	
All	Complete prototype that is ready to test	11/5/2015	Complete	
All	Complete and thorough test of prototypes	11/10/2015	Complete	
All	Test water and leaf system prototype	11/7/2015	Complete	Nice job guys, this went pretty well.
Courtney	Meet with Dr. Stevens to confirm prototype test plan and acquire measuring tools.	11/4/2015	Complete	
Kyle & Kent	Update risks for water system prototype	11/10/2015	Complete	Kyle started filling in this document. May need to add more
Courtney & Zak	Update risks for leaf system prototype	11/10/2015	Complete	
Phung	Meet with Courtney for matlab calculations	11/5/2015	Complete	
Kent, Kyle, Phung	Assemble water subsystem and measure volumetric flow rates	11/6/2015	Complete	
Courtney & Zak	Update risks for leaf system	11/15/2015	Complete	
Kent & Kyle	Detailed engineering drawings for water system (heat exchanger)	11/15/2015	Complete	
Courtney & Zak	Detailed engineering drawings for leaf system (dehydrator)	11/15/2015	In progress	
Kent & Kyle	BOM for water system	11/15/2015	Complete	
Courtney & Zak	BOM for leaf system	11/15/2015	Complete	
Phung	Compile reference sheet	11/15/2015	Complete	
Phung	Compile a list of things to upload to edge and where	11/15/2015	Complete	
All	EVERYTHING ON EDGE	11/15/2015	In progress	
Courtney & Zak	Test conclusions for leaf system	11/15/2015	Complete	
Phung	Shared Team Vision	11/15/2015	Complete	
Phung	Pre-Read	11/15/2015	Complete	
Phung	Send pre-read to Dr. Stevens	11/16/2015	Complete	