Meeting Minutes

Systems Engineering I

Meeting 1	
Date	07/10/2014
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Client Meeting
Summary	This was our first meeting with the Client. We discussed: ● Aims of the project ● Existing body scanners ● Measurements of body that are useful ● Applications of a cheap body scanner

Meeting 2	
Date	09/10/2014
Location	4th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	● Assigned Roles to each team member ● Created Google Drive folder for everyone to contribute ● Assigned topics to research ● Discussed Bi-weekly report

Meeting 3	
Date	14/10/2014
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Client Meeting
Summary	● Discussed our progress and research ● Discussed the documentation and final report ● Discussed Existing Algorithms

Meeting 4	
Date	23/10/2014
Location	4th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	● Discussed how to extract point cloud ● Discussed about the Kinect hackings ● Assigned tasks for next week

	• Reviewed Bi-weekly report

Meeting 5	
Date	03/11/2014
Location	Via Phone
Members	Shubham
Type	Client Meeting (Telephone with Dr. Ruto)
Summary	This was a telephone meeting with Dr. Tony Ruto. We discissed: • Body scanning program that was written for old Kinect sensor • Software that create extract the point cloud and extract body measurements • About Kinect 2.0 sensor and the compability of his software
Meeting 6	
Date	04/11/2014
Location	6th Floor MPEB
Members	Shubham
Type	Client Meeting
Summary	• Discussed our progress • Discussed meeting Dr. Tony Ruto • Discussed the National Sizing Survey • Discussed existing software to classify human bodies

Meeting 7	
Date	13/11/2014
Location	4th Floor MPEB
Members	Shubham, Kareem, Jack
Type	Team Meeting
Summary	• Discussed and Reviewed Bi-weekly report • Discussed our website • Created Git repository • Discussed point cloud and the technical difficulties

Meeting 8	
Date	19/11/2014

Location	6th Floor MPEB
Members	Kareem, Jack
Type	Client Meeting
Summary	- Reviewed Progress - Discussed point cloud - Discussed material for the reports and website

Meeting 9	
Date	20/11/2014
Location	Science Library
Members	Shubham, Jack
Type	Team Meeting
Summary	- Explained the point cloud extraction techniques to each other. - Discussed how to remove the background

Meeting 10	
Date	25/11/2014
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Client Meeting
Summary	Quick discussion on our progress

Meeting 11	
Date	27/11/2014
Location	4th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	- Discussed the website - Everyone got assigned a topic for writing on the website - Reviewed the point cloud that we extracted.

Meeting 12	
Date	03/12/2014
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Client Meeting
Summary	We showed our progress

	● We discussed the point cloud we extracted ● Showed the UI designs and reviewed them. ● Showed our website to client.

Meeting 13	
Date	04/12/2014
Location	4th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	● Discussed the techniques and approaches we would take to testing and prototyping (i.e. unit, functional and acceptance testing) ● Assigned further tasks for finishing up the website

Meeting 14	
Date	11/12/2014
Location	4th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	● We discussed and planned out our approach for filming the video; involving planning out the content to be shown/said and what materials (/slides) and method of filming we would use.

Systems Engineering II

Meeting 1	
Date	15/01/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	● We began planning our roadmap of the features and goals we wanted to accomplish this term. In regards to aiming to creating our full working system for scanning the body and extracting linear measurements from the data we first began highlighting the features and parts of the software that still needed to be implemented as

	well as began splitting responsibility of the different sections of the companion app.

Meeting 2	
Date	15/01/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	TA Meeting
Summary	● In this meeting we reviewed our method of point cloud extraction with Aron Monzepart and the possible improvements we could make to our point cloud (such as possible filters we could apply) in order to get even higher accuracies.

Meeting 2	
Date	22/01/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	TA Meeting
Summary	● In this meeting we reviewed our method of point cloud extraction with Aron Monzepart and the possible improvements we could make to our point cloud (such as possible filters we could apply) in order to get even higher accuracies.

Meeting 3	
Date	27/01/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	● We met with Philip in order to share the accuracy of the extracted measurements from the point cloud we provided to Dr Ruto. He provided into how we could try to calibrate our point cloud readings e.g. trying to model in tight fitting clothing, different lighting etc.

Meeting 4	
Date	03/02/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	- Discussed how to experiment and collect data to create the most optimal point cloud. - Discussed the implementation of QR code generation. - Discussed the implementation of UI using XAML

Meeting 5	
Date	03/02/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Team Meeting
Summary	- Reviewed the implementation of QR code generation - Deliberated on whether to use test driven development - Also reviewed current progress and discussed future targets.

Meeting 6	
Date	03/02/2015
Location	4th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Client meeting
Summary	We have met with our client, alerting him to our progress with the measurement extraction,

Meeting 7	
Date	03/02/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Meeting with an expert
Summary	We also met with Dr. Niloy Mitra regarding point cloud analysis. Dr Mitra's area of focus lends itself nicely to 3D data capture and interaction, so it was helpful to receive his input and advice on how we might couple our own software with that of ScanMeasure, or even potentially replicate parts of the process within the timeframe we have been afforded.

Meeting 8	
Date	18/02/2015
Location	Foster Court
Members	Shubham, Jack, Kareem
Type	Team meeting
Summary	- Discussed organisation of our projects github repository includingthe handling of various binary files - Decided on which files would be removed/rewritten in the project repo - Reviewed the current implementation of UI mainly focusing on the use (and possible improvements) to the silhouettes for users to match their pose to.

Meeting 9	
Date	27/02/2015
Location	Foster Court
Members	Shubham, Jack, Kareem
Type	Team meetings
Summary	- Deliberated on the possible use of multiple threads in the project. - Discussed what our approach will be with combining our project with the ScanMeasure software we got from Dr Tony Ruto. - Also reviewed our overall current progress and discussed future targets.

Meeting 10	
Date	05/03/2015
Location	Science Library
Members	Shubham, Jack, Kareem
Type	Team meetings
Summary	- We met with Prof. Philip Treleaven once again in order to give him a general update on our current progress and inform him of our successfull integration of the ScanMeasure with our desktop application. - This was also useful as we could get some of his advice on how to handle the long waiting times for the ScanMeasure software. - He recommended contacting Aron Monzepart once his thoughts on our Backend implementation.

Meeting 11	
Date	10/03/2015
Location	Foster Court
Members	Shubham, Jack, Kareem
Type	Team meetings
Summary	- Met with Aron Monzepart in order to get his personal advice onwhat direction to take next with the project involving improving the reading and setting up the backend delivery service. - We decided to create instead a local PHP server to act as our method of results delivery to the companion app. - Received various tips on how to we could improve our scans before passing them through to the scan measure software.

Meeting 12	
Date	20/03/2015
Location	Cruciform
Members	Shubham, Jack, Kareem
Type	Team meetings
Summary	- In this meeting we took time to talk each other through the progress of each of our assigned parts of the implementation i.e. server, app, QR implementation, giving each other advice on possible solutions to hurdles or clarification on certain parts of the code. - Used this time to also clarify issues involving what information we will transfer from the app and server and the format we will use. - We also used this time to arrange when to have our next client meeting.

Meeting 13	
Date	23/03/2015
Location	6th Floor MPEB
Members	Shubham, Jack, Kareem
Type	Client meetings
Summary	- In the meeting we updated him on the progress of the app and the server. - Since it was the last meeting before easter, we also asked for feedback.

	● The client replied that he was pleased with the progress we had made, and asked us to continue with it. We also discussed about how we were assessed in this project and the website.

Meeting 14	
Date	27/03/2015
Location	Foster Court
Members	Shubham, Jack, Kareem
Type	Team meetings
Summary	● We made a plan of the changes we wished to make during the Easter break e.g. Unit Testing, UI polishing as well as set deadlines for these. ● Discussed a potential aesthetic redesign of the website to a more attractive new visual signature ● Discussed plans of sections that will need to be included in the final draft of the website such as the updated Gantt Chart and latest UML diagrams.

During Easter we had several meetings over Skype, Facebook, Hangouts and Talky. However we couldn't meet up physically, as the team members were unavailable to meet up.