12:45 PM

**Agenda:**

- Assess Log books
- Website
- Look at SOW
- Scope assessment assignment
- TI's
- Feedback lesson

- Lecture from Tues - Pg 32. Prod spec revision.
  (Make copies)

**Log book**

- No lecture today
- Don't want Log books by 5:00PM Friday in his box
- Prob Scope process assignment due Oct 10th
- Addendum of all email correspondence, reference in logbook - A1
- Don't print off attachments.
- Flash drive for attachments, put in w/ addendum - A1.
- Look over Engineering logbook for personal LBS
- Need to work Feedback into meetings.

**Internet search - search engine**

- "Keywords" (G) for google
- First 3 words
- Saved as...

**Website**

- James - looks clean, good. Nice template
- David - will continue education into next sem. Learn how to do little things.
- Links have been discussed. David will fix.
- Chris needs to scan meeting notes for posting on web
  - Send to David, James.
- Write more defined goal!
- Text keeps resetting itself from specified
- Project def up and running by 5:00PM tomorrow.
- Team pages
  - Take pictures of everyone.

1:15 PM

- James - Aux is not in our scope
- David agrees.
- Thinks redux time isn't important, max capacity more important.
- Typical state of change at end of runs for each type of run?
  - At what point do we call it quits for testing.
- James will email more questions
  - WAH ratings have different rates... 1 hr rates vs 20 hr rate?
  - Data released on how it was gathered (per email on pg 22 attachment)

- Battery charging
  - Voltage controlled - current step down

- Beach life (years)
  - If we can extend cycle life, could that lead to extending beach life.

- Waiting for answers to redefine SOW or not

- SOW -> Increase EOL capacity by 20%

- Scope processes

- Given response or not, will submit SOW by 5:00 PM Friday

- Problem Scoping Process Assignment
  - Page 3 & 4 individually

- Formalize questions on background about battery technologies, converge on asking questions as group for James

AT's 2:05 PM

- Chris - Timeline - 50%
  - Finish by tomorrow
- VTB - Installed
- Charging schemes
  - Davis - Current Internet

- Week 2, schemes and explanation - ADI/DESADS

<table>
<thead>
<tr>
<th>Person</th>
<th>Assigned</th>
<th>Due</th>
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<tbody>
<tr>
<td>Problem scope assignment</td>
<td>10/10/08</td>
<td></td>
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<tr>
<td>Chris</td>
<td></td>
<td>10/9/08</td>
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<tr>
<td>James</td>
<td>Print off email (attachment)</td>
<td>10/10/08 5:00 PM</td>
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<tr>
<td>Chris</td>
<td>Attachments onto Flash Drive</td>
<td>10/10/08</td>
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<tr>
<td>Chris, James</td>
<td>Bio Statement</td>
<td>10/9/08</td>
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<tr>
<td>Everyone</td>
<td>Pictures</td>
<td>10/9/08</td>
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<tr>
<td>Everyone</td>
<td>Look through eng Logbook handset</td>
<td>10/10/08</td>
</tr>
<tr>
<td>Davis</td>
<td>Fix website links, update pages</td>
<td>10/10/08</td>
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<tr>
<td>Chris</td>
<td>Finish SOW, pending questions</td>
<td>10/9/08</td>
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<td>Email Bayview</td>
<td>10/09/08</td>
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<tr>
<td>Everyone</td>
<td>Turn in lab books, problem scope</td>
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<tr>
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<td>Scan feedback documents</td>
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<tr>
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<td>Send pictures to David</td>
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<td>Chris</td>
<td>Send spec handout to everyone</td>
<td>10/12/08</td>
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