

Requirements:

- Schedule a meeting with your project advisor and the client to discuss your design from CPRE/EE/SE 491 and kick off the design for CPRE/EE/SE 492.
 - Fridays from 1:30-2:30pm
- **Prepare an agenda for the meeting, including the following items:**
 - Introductions
 - Done as advisor and client is same person (Dr.Jones) and we have been having weekly meetings all of first semester
 - Review of your design from CPRE/EE/SE 491 (What did you accomplish? What did you learn? What next steps are you planning?)
 - What did you accomplish:
 - Developed questions for homeworks 1 through 11 for the CPRE 288 course
 - Developed autograding to suitable questions for homeworks 1 through 11 for the CPRE 288 course
 - What did you learn:
 - Setting up and using the PrairieLearn framework
 - Creating own course
 - Creating variety of different questions
 - Fill in the blank
 - Multiple choice
 - Input code
 - Dropdown box
 - Creating an assessment
 - Giving out points and partial credit for a question
 - Ways to evaluate what a question is asking, in order to make variations of a question that still get across the same question the original homeworks were getting at
 - Knowing what values can and can't be changed
 - Going through datasheets, code, and other elements in order to see what is forcing some of these changes.
 - Next Steps forward:
 - Refining development of questions and autograded portions of homeworks 1 through 11
 - Start and finish homework 12
 - Cleaning up the Git (Issue Board, keeping consistent naming, etc.)
 - Give out problems to work through

- Giving TA's the class, so they can critique questions and give feedback for improvement
 - Development of microcontroller emulators
 - Discussion of any changes or improvements to the design
 - Looking through Git repo and cleaning up branches specifically
 - Discussion of the objectives and requirements for CPRE/EE/SE 492
 - Finish up development of CPRE 288 Homeworks 1 through 12 questions and auto-gradable questions where applicable
 - Implementation of Emulator
 - Discussion of the schedule and milestones for the project
 - Planning when to start emulator design
 - Planning on when to give out homeworks to TA's and or Dr.Jones
 - Planning when to give Cyber security class to try and break into server
 - Review your team process and discuss any changes or improvements
 - Current Team process
 - In-person team meetings with just group members once a week
 - Advisor/Client meeting with whole group once a week
 - Schedule online work time, where teammates are available to ask questions to each other
 - Improvements
 - Switching in-person meetings from 491 coursework to development for the project
 - Q&A session
- **Conduct the meeting and take detailed notes on the discussion and any decisions made**
 - Going over the first Bi-weekly report
 - Reviewed what was accomplished last semester
 - Important to clean up and organize git repo branches. Get to one master branch by the end of the semester.
 - Work through each Homework, have team members who didn't develop the question review, and get ready to present to Dr. Jones. Have him and the TAs review and test the homework for a week or so for them to be ready for students.
 - 4 modules for the emulator could be created. Hopefully, at least two of them, but the stretch goal of 4.
 - Have one group get the Pi peco working on their laptop and then pull more members as the homeworks are finished up.

- Set times for this semester for the group to be available for working.
- Create milestones for documenting the project.
- Create a 4 week class someone could take with videos and slides for each “class.”
- Octa information from IT
- Dr. Jones created a C script for question generation to be implemented in PL

Main takeaways

- Finish up HW 12 and then start reviewing Homeworks for Dr. Jones to review
- Have a group start working on getting the pi peco set up
- Get documentation planned and organized
- **Prepare a summary of the meeting, including the following items:**
 - Include the Project title and Team information, including attendance. (Include a reason if there is an absence)
 - Project Title: Interactive Embedded Systems Learning using the Prairie Learn Framework
 - Team Information
 - Chris Costa - Quality Assurance - Present at meeting
 - Matt Graham - Consultant - Present at meeting
 - Mitch Hudson - Technical Lead - Present at meeting
 - Carter Murawski - Scrum Master - Present at meeting
 - Tyler Weberski - Project Manager - Present at meeting
 - Andrew Winters - Construction - Present at meeting
 - Summary of the main points discussed
 - Finish up HW 12 and then start reviewing Homeworks for Dr. Jones to review
 - Have a group start working on getting the pi peco set up
 - Get documentation planned and organized
 - List of any decisions made
 - Having at least 2 of the emulator modules with a stretch goal of 4
 - Having documentation videos made for a group to easily take over next semester
 - Having the Git repository clean so that new groups do not struggle to find the work we are doing
 - List of any actions to be taken
 - Setting up meetings based on group availability (re-evaluating already filled out open schedule as group)
 - Everyone going through their branches and pushing everything from last semester to main

- Next steps for the project
 - Focus on homework 12
 - Moving towards setting up emulator (having small group take first, while rest work on homeworks)
- **Submit the agenda, meeting notes, and summary to the advisor/client for review. Upload and Submit the copy below.**