Jianwei Zhuang
Joe Garfield
Manohar Darapureddi.

Pedro Diaz

TEAM 6.

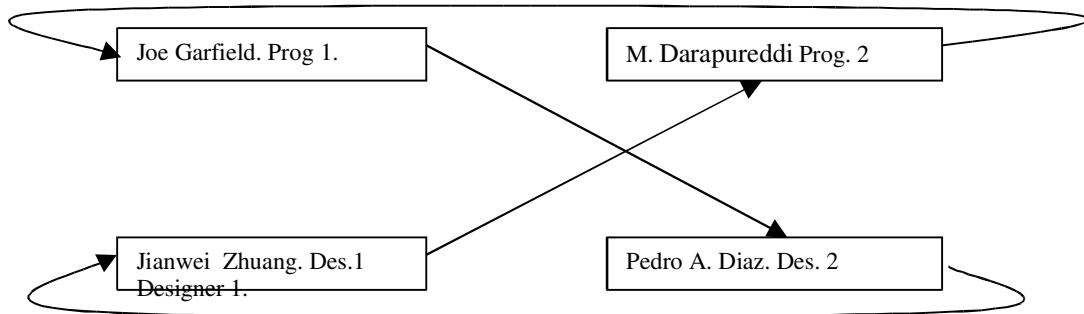## Project 2 Team Organization and Task Allocation Proposal

Goal:

To improve our team organization, distribute in detail the task allocation and refine our method of operation according with our team experience and the team by team evaluation.
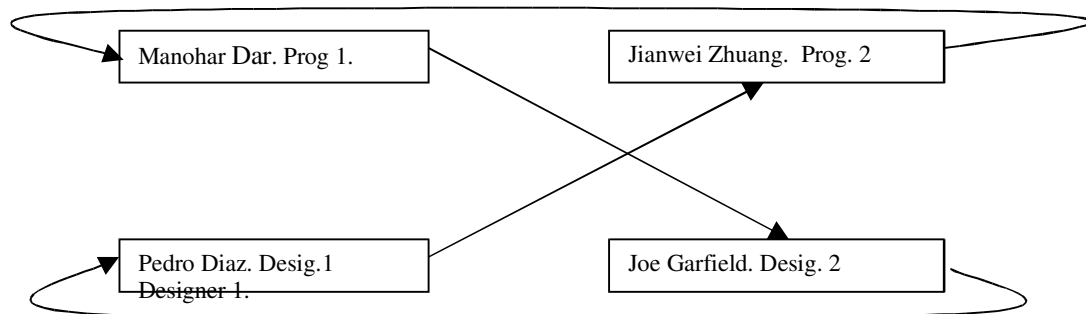
Team Organization:

Based in the proposal presented in Project N.1, to work in subgroups of two and rotate the task for each project, as is going to be show in the bottom, and, taking into account the team by team evaluation, we are going to continue our organization plan and reinforce the aspects needed as will be described later.

As our team organization was successful and as it was well evaluated by the team 7, we are going to rotate in the following way:

For Project 1 was:

Joe Garfield. Prog 1.	M. Darapureddi Prog. 2
Jianwei Zhuang. Des.1 Designer 1.	Pedro A. Diaz. Des. 2

According to that for Project 2 will be:

Manohar Dar. Prog 1.	Jianwei Zhuang. Prog. 2
Pedro Diaz. Desig.1 Designer 1.	Joe Garfield. Desig. 2

Jianwei Zhuang
Joe Garfield
Manohar Darapureddi.

Pedro Diaz

The two teams are:

1. Software Team.
Whose leader is going to be Manohar Darapureddi, he has the experience of Project 1 in software. He is going to have support from Jianwei Zhuang. This team has the responsibilities to design, develop, integrate and test the software.
2. Hardware Team.
Whose leader is Pedro Diaz, he has the experience in hardware design in Project 1. He is going to have support from Joe Garfield. This team has the responsibilities of design, develop and test the hardware and work with the software team in the integration and test of the software.

The task of dealing with reports and do the Project presentation is going to be done by Pedro Diaz – in Project 1 was done by Joe Garfield –. This task will continue rotating for future projects, having into account that each team is responsible for its own reports.

Using our own experience and the team by team evaluation.

1. Have a leader.
In our first Project we do not have a leader. For the rest of the projects – included this, of course- the Programmer 1 is the leader of the project and the leader of the software team. The person being the hardware Designer 1 is going to be the leader of the hardware design. The leader of the project will interact with Dr. Hougen to clarify requirements, he is responsible for the final decisions for any change during the testing and debugging, always having the support and responsibility of all the members of the team.

2. Well design at the top level.
We are going to devote to the design, both in the hardware and in the software, at the top level, so that it is going to avoid substantial changes during the testing fase.

3. Efficient team meetings.
We are going to distinguish the team meeting: one is for integrate and inform the advance of each team, at least once per week, or more according with the citations of the leader and the other is work meetings, that are the testing meetings, in this meetings are going to be at most three members and at least two. In our first Project all of us were all the time, and we consider that it is better to rotate, having into account that the correspondence leader must maintain in advance the parner.

Jianwei Zhuang
Joe Garfield
Manohar Darapureddi.

Pedro Diaz

FallBack Plan.

Our team organization, with two members per principal task, assure the contingency of sickness and support for each task. During the integration part, all the members are going to be involved and in the testing face, as was stated before, there will be three members in which at least one belongs to the software team and the other belongs to the hardware team. The third member rotates according with the task involved or the assignation done by the leader.

Jianwei Zhuang
Joe Garfield
Manohar Darapureddi.

Pedro Diaz

TEAM 6.

Project 2. Timeline and assignment of responsibilities.

The diagram annexed shows the timeline. We are going to have an initial meeting on March 7 at 10:30am. And at least three meetings per week just before class.

Project design

The first meeting will discuss the initial design of the project and come out with the following results:
- Initial project model to complete the project
- Mathematics and/or calculation needed for the project
- What kind of robot will be built in the project?
- How many and what sensors/motors/encoders/etc. will be used, for what usages, and where will they be mounted on the robots?
- Clarify the assignments of each member.

First Milestone.
Hardware design, develop and tested on March 11/03.

Second Milestone.
Software design and develop on March 12/03.

Third Milestone.
Testing done on March 18/03.

Co-ordination and communication

- Each member will show or report what he has done since last meeting, including whether he has completed his parts or not, and, if not, why and how you will solve them completely to guarantee progress of the project
- Each member will let the meeting knows what the next step will be
- Member must inform the leader at least two days before the assigned due date if he is not able to complete his assignments so the leader can take advance and do the Fallback