

# Team Meeting

9/18/2018

3:00pm

306D Library

---

<b>Type of meeting:</b>	Meeting with Client
<b>Note taker:</b>	Yao Jiang Cheah

**Attendees:** Whole team present

**Please read:**

**Please bring:**

## *Minutes*

---

**Agenda item:** Safety Moment

**Presenter:** Katayi

**Discussion:**

Safety moment presented by Katayi regarding safety using kitchen. We should always be careful when we are using kitchen such as keeping our hands dry or wear gloves to avoid getting electric shock while using the stoves or other kitchen appliances.

---

**Agenda item:** Project Scope

**Presenter:** Student Team

**Discussion:**

Went through team member roles, project deliverables as well as the plans for the two semesters.

The team member roles are being updated as below:

- Katayi (Team leader)
- Nur (Meeting Scribe)
- Ahmed (Research Manager)
- Tam (Report Manager)
- YJ (Website Manger)
- Chufu (Website Manager/Layout Designer)

Project deliverables:

This semester:

- Substation one-line drawings
- Solar plant array layout/drawings
- Engineering man-hour budget (Gantt Chart)
- Project plan (final)
- Design Document
- Team website

Next semester:

- Substation three-line drawings
- Revise/improve last semester's drawings
- Engineering man-hour budget (Gantt Chart)
- Design Document (final)
- Team website (final)

### Conclusions:

Team should try to keep up with the plans for the two semesters. Each team member is responsible to finish his/her own task on time based on the roles assigned.

---

**Agenda item:** Present Our Findings

**Presenter:** Student Team

### Discussion:

We presented our findings on the tasks being assigned last week.

Items discussed are as below:

- Location of Solar Power Plant/Substation
- Solar Power Plant/Substation Specifications
- Single Line Diagram
- Inverter Load Ratio
- Inverter: Eaton 1666kW
- Panel: Hanwha 325W
- Fixed Rack System

### Conclusions:

Despite that fact that the model of inverter and solar panel was given, students should be doing researches on other power inverter and solar panel products available out there to justify the reason we choose the inverter Eaton 1666kW and solar panel Hanwha 325W. Aspects such as price, stability, model parameters and company's reliability and etc. should be considered.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Justifications of choosing inverter Eaton 1666kW	Students on team	9/26 at 12am
✓ Justifications of choosing panel Hanwha 325W	Students on team	9/26 at 12am
✓ Cost calculation for solar generator	Students on team	9/26 at 12am

---

---

**Agenda item:** Questions **Presenter:** Student Team

**Discussion:**

Questions that student team encountered was asked in the meeting. An introduction of using array parameter tool was done by Cole. Regarding the difference between G4.1 and G4.2 solar panel model, Cole mentioned that using a latest version of solar panel is probably a better option but there's a very high chance that a newer product will release as we are still working on the project.

**Conclusions:**

Question could be better answered to the students if the questions are being sent out in advanced before the meeting.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Send out question list in advance	TBD	9/23 by 11.59pm

---

---

**Agenda item:** Advisor's Feedback **Presenter:** Dr. Ajjarapu

**Discussion:**

Dr. Ajjarapu mentioned that in the requirement of senior design course, it is important for students to justify every single one of decisions that we made with the reason beings behind.

**Conclusions:**

Senior design is a learning process so it's important for student to understand the theory behind every decisions made.

---

---

**Agenda item:** Other Job Scopes Distribution **Presenter:** B&V Team

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Safety Moment for Next Meeting	TBD	Sunday 11.59pm
✓ Research about existing solar generator in California	Students on team	Monday 11.59pm

✓ Rough sketches for Solar Generator

Students on team

Monday 11.59pm

## ***Other Information***

---

### **Resources:**

- Google slides for Week 3 Meeting

### **Special notes:**