


ACTION ITEMS

TEAM: 3-IRS


Due Date:
Monday, April 8, 2019 5:30pm


The following are the Action Items from last week:

Team Member: Husain Alsaffar

Action Item	Date Due	Date Completed	Result/Proof of Completion
Obtain U-bracket for generator base	04/04/19	04/04/19	U-brackets are obtained and installed on generator mounting base 
Assist team with Draft of poster	04/05/19	04/05/19	Draft of poster 75% complete

Team Member: Casi Garcia


Action Item	Date Due	Date Completed	Result/Proof of Completion
Obtain larger tires and attach to chair	04/08/19	04/08/19	Ordered larger universal tires to allow space for sprockets underneath. Attached to chair. 

Obtain another battery	04/03/04	04/03/19	Obtained a battery that allows pass through charging.
Draft of Operation Manual	04/05/19	04/05/19	Draft of operation manual 75% complete, needed pictures of device
Draft of Poster	04/05/19	04/05/19	Draft of poster 75% complete
Ordered and received noise decibel meter for testing	04/05/19	04/05/19	Received decibel meter to test
Obtain larger bolts to bolt back of chair	04/05/19	04/05/19	

Team Member: Derek Pacheco

Action Item	Date Due	Date Completed	Result/Proof of Completion
Work on draft of UGRADS poster	04/05/19	04/05/19	Proof is shown in bblearn upload
Work on draft of operation manual	04/05/19	04/05/19	Proof is shown in bblearn upload
Final shaft ordered	04/04/19	04/05/19	Spoke with K & M Machining in Flagstaff, they will let me know if the material is in stock. Will follow up on 04/09/19.
Mount sprockets, generator and chain to the Chair Gen.	4/6/19	4/6/19	Picture shown below.

Team Member: Nicholas Schulz

Action Item	Date Due	Date Completed	Result/Proof of Completion
Edited Operation Manual	4/5/19	4/4/19	Submitted draft of operations manual. Waiting for grade.
Obtained Final Switch	4/6/19	4/4/19	Switch purchased from Home Co. Testing of which was successful.
Helped mount sprockets, generator and chain to the Chair Gen.	4/6/19	4/6/19	

The following are the Action Items for next week:

Team Member	Action Items	Date Due
Husain Alsaffar	<ol style="list-style-type: none"> 1. Complete testing procedures 2. Optimize electrical system 3. Finalize generator mounting plate 	<ol style="list-style-type: none"> 1. 04/12/19 2. 04/12/19 3. 04/10/19
Casi Garcia	<ol style="list-style-type: none"> 1. Complete testing procedures 2. Complete UGRADS poster 3. Order multi-charging cable, PCB standoffs 4. Assist with generator mounting plate 	<ol style="list-style-type: none"> 1. 04/12/19 2. 04/15/19 3. 04/09/19 4. 04/10/19
Derek Pacheco	<ol style="list-style-type: none"> 1. Complete testing procedures 2. Final shaft in stock and trimmed 3. Generator mounting plate 	<ol style="list-style-type: none"> 1. 04/12/19 2. 04/13/19 3. 04/10/19
Nicholas Schulz	<ol style="list-style-type: none"> 1. Complete testing procedures 2. Optimize electrical System 3. Help mount final shaft and generator mounting plate. 	<ol style="list-style-type: none"> 1. 04/12/19 2. 04/12/19 3. 04/10/19