Minutes 08/31

**Old Business**

* IP
  + RIT has a IP team that we can ask questions
  + Free for RIT and Sarah Brownell use. RIT as a whole can use it but only for prototyping and can’t profit from its use.
  + Not for students to make and sell items
  + If Sarah Brownell leaves RIT then she can still use it but can’t profit from it.
  + We might not be able to keep recipe secret, maybe trade secret
  + Need to discuss this with Sarah Brownell before concluding.
* Updating Confluence
  + Needs to be done before Review on Monday Sept 7th
  + EDGE from last year is a good resource
  + When you make edits, comment with a summary of the changes you made
* Software
  + Visio and MS Project are available and Nicola will send link in Slack channel

**New Business**

* Project plan from 7 tasks homework
  + Created spreadsheet that will be converted to a Microsoft project by meghan. Nicola can help
* Prof Wellin discussion
  + The focus should be only on MSD I
  + Only plan 3 weeks at a time for the next 3 weeks
  + MSD I is more so paperwork and planning
  + MSD II is when we actually get to build and test
* Edit CRs and ERs- will move to the next meeting due to time
* Schedule **Problem Definition Review**

**HOMEWORK**

* In addition to the normal pre-work due please fill in MSD Schedule with confluence information AND schedule