

Gunn Diode Oscillator Minutes

David Headland

2003-10-14 09:00

Attendance

- Fourth year students
 - DP Headland
 - RE Irwin
 - AJ Nelms
 - R Wan

Apologies

- Fourth year students
 - JM Higginbotham
 - MP Gaskill

Changes

- An inaccuracy in the adjournment time was discovered in the minutes for 2003-10-09.
- Changes to the risk assessment forms in the form of space for signing were announced.

Reading week presentation

- Should be based upon what we know
- Should precede pertinent questions to e2v Technology.
- Should last 5–10 minutes and be presented by one or two people.
- Ruth does not mind presenting, but does not want to decide without all group members present.

Group identity

- Current no decisions have been made on a group name, logo or mascot.
- This decision has been deferred until all group members are present.

Miscellaneous

- The new structure of the paper filing system was announced.
- A document effectively describing negative differential resistance oscillators was presented by R Wan, and will be made available to the group.
- The offer of CDs containing Win32 versions of L^AT_EX and L^AT_EX was made.
- The CD offer was accepted by:
 - AJ Nelms
 - The group to install the software on the lab computer.

Time planning

- A skeleton task list produced by MP Gaskill was presented.
- Various comments were made on the document:

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- The Monte Carlo simulation needs more research.
 - Documentation and presentations were not present in the main tasks list.
 - The number of marks awarded should be compared to the time assigned to each task.
 - The team self-appraisals were missing from the plan
- Work started on a time plan based on this document. A draft time plan was produced by the end of the meeting.

Proposed actions

All	Any further relevant research.
DP Headland	Correct the adjournment time in the 2003-10-09 minutes.
All	Gain Athens password from the Library.
All	Check the time line for problems and possible changes.
DP Headland	Print off a copy of the draft time plan.
All	Provide suggestions for team names and logos.
R Wan	Provide links to the document of NDR oscillators.

Next meeting

Time Thursday, 16 October, 14:00

Place D-floor coffee room

Meeting adjourned, 12:35.