

Meeting Minutes

Course: Honours Engineering Research Project (Leaky Tank Mystery)

Minutes Documented By: Michael Stefani

Meeting No: 2

Date of Meeting: 15/03/2024

Location: Remote/Online

Time: 9:00m

1. Attendees

<i>Present</i>	<i>Apologies</i>	<i>Absent</i>
Eric Tsoukatos (ET)		Lachlan Mann (LM)
Michael Stefani (MS)		
Derek Abbott (Supervisor)		

2. Previous meetings corrections

- **Work on Project Plan**
- ET to work on Project aim and scope & Gantt chart
- MS to work on Background & Resources and procurement
- LM to work on Technical objectives and Project risks
- Project Plan draft to be completed by 15/03/2024

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3. Meeting Notes, Questions, Decisions, Issues

What else should be considered for the Project Plan?

- Should be written to inform an unknown reader on the topic

- Project aim and scope:
 - Outline that there has been literature on the topic spanning decades
 - The matter is still undecided on which way the tank will move

- Background:
 - Mention how real world problems apply to the topic
 - Understand principles of an emptying tank

- Technical Objectives:
 - A number of objectives; literature search, check calculations in literature, use COMSOL for fluid calculations

What factors must be considered for the Design of the tank?

- Investigate how to ensure flow is laminar

- How should the orifice be designed to reduce turbulence

- How large should the tank be? This can be determined through COMSOL simulations

- Explore what components are viable on sites such as RS components. Could be useful for the plug

- Determine how the measurement devices will be set up.
- These include the laser pointer, reflector, and a mount for the laser pointer

Additional ways to obtain references

- Use tools such as PDF drive to get references for applicable literature

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4. Action Items			
<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
Research past studies of the leaky tank mystery to begin understanding the subject matter and the relevant factors that will impact the experiment.	All	6/03/2024	Completed
Complete Technical Objectives and Project Risks sections of the Project Plan	LM	17/03/2024	In Progress
Edit Project Plan draft to finalise all parts and be able to submit	All	18/03/2024	New
Complete Technical Resources Quiz	MS	18/03/2024	New
Obtain COMSOL by contacting IT department	MS	20/03/2024	In Progress
Research where to obtain materials that may be required for the experiment	All	27/03/2024	New