**Phone Number for room 70-1560 - 475-7756**

**Agenda**

1. Go over questions from last time.
   1. Find out if there are any IT people or who manages the network or wifi at the museum.
   2. Find out if there is any existing hardware. Specs and operating systems would be nice.
      1. Account privileges on these computers, do they have admin access?
      2. Are there any firewalls in place? Port limitations or any others would be nice to know.
   3. Ask what naming convention is used for the exhibits. Does each exhibit have a unique name? Are there any other unique identifiers (like a number)?
2. Give new questions for next meeting (9/10/2014)
   1. Project Questions
      1. Do you think “admin users”, those who can configure the system (number of exhibits, etc.) should be separate from those that can view the data?
      2. Who is going to view the data? When? How?
3. What is the specific demographic information that we need to collect?
4. Are there any other specific questions that we need besides rating exhibits?
5. Is it our job to limit museum visitors interactivity with the computer (limit them to access the web application only?)
6. Are there requirements for supporting certain browsers?
7. Does the project have to be hosted on a private repository, or will repos with public read access be okay?
   1. Meeting Questions
      1. How should we do our personal “reports” during our meetings?
      2. Should we share the project plan, any other documents with the you, the sponsor?
8. Go over meeting times for following meetings

**Notes**

**Last Weeks Questions**

1. **Are there network administrators/IT people working at the museum or are services contracted to third parties?**

**A:** they are contracting it out. It is a company that provides free IT support for non profits. they go to integrated computer solutions also

<http://icsnewyork.com/>

<http://www.unitedwaytriangle.org/t4t>

1. **What hardware exists at the museum that we can use for our system?**
   1. **If there are computers, do they have admin access?**

**A:**

* 1. **Are there firewalls/port limitations/other networking hindrances in place?**

**A:** Use norton antivirus through a usb port?

1. **Does each exhibit have a unique name? Are there any other unique identifiers (like a number)?**

**A:** Yes all names are unique.

The map must change as exhibits change. Email, with related interest, feedback,

Ultimate goal is to grow membership.

The kiosk is for general museum information: demographics of the visitor and general feedback of the discovery center?

**This weeks questions**

1. Project Questions
   1. **Do you think “admin users”, those who can configure the system (number of exhibits, etc.) should be separate from those that can view the data?**

**A:** Only administrator other than the survey takers. staff would be admins. 1 account for administrator is fine.

* 1. **Who is going to view the data? When? How?**

**A:**Admins are the only ones able to view the data. The admins would send all the info to the board. The admins would direct all the data to outside places.

1. **What is the specific demographic information that we need to collect?**
2. **Are there any other specific questions that we need besides rating exhibits?**
3. **Is it our job to limit museum visitors interactivity with the computer (limit them to access the web application only?)**

**A:** yes? are there physical constraint to limit what can be used? **this is something that we need to investigate** . we need to give a recommendation as to what to do. what are some devices that are reasonably priced, few button controls, etc… need some criteria and find a device that fits the criteria.

1. **Are there requirements for supporting certain browsers?**

A: Does not know.

1. **Does the project have to be hosted on a private repository, or will repos with public read access be okay?**

A: no preference

* 1. **Meeting Questions**
     1. **How should we do our personal “reports” during our meetings?**

A: He would like to see it weekly. He would like a package stating what each person has done as well as an overall for the group about what has been accomplished and what the agenda is for the next week. He wants to be able to forward the email to his boss to make it easier.

* + 1. **Should we share the project plan, any other documents with the you, the sponsor?**

A: Put it up on the website and link it to him.

Would he want to check on our website? He would be happy to do this. He likes email a lot. We just have to send him the web link.

**Other Notes**

4:30-5 tuesday, monday or a tuesday around 4:30-5. Hes gonna look at it offline and then let us know whats best for him.

5 on Tuesday works for Tom

we have to talk to donna from the museum.

Actions for next time

him

* What is the specific demographic information that we need to collect?
* Is there a general format for questions that she would have for each exhibit?

us

* we have to talk to donna from the museum.
* look into evolutionary model
* look into devices for the kiosk
* look into ways of limiting user interaction
* Look over donnas email