

# Solar Probe Plus

*A NASA Mission to Touch the Sun*



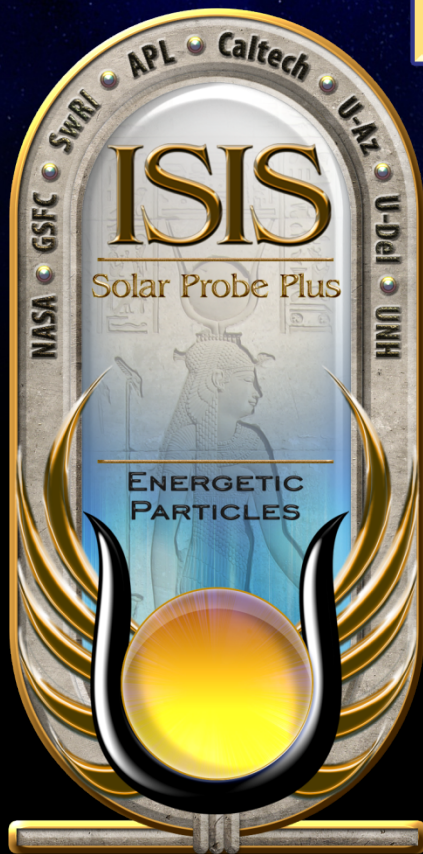
## Integrated Science Investigation of the Sun Energetic Particles

### Preliminary Design Review

05 – 06 NOV 2013

## Action Items

*Nigel Angold*





# ISIS Action Items



- No actions assigned at the MDR
- None self-imposed by the team
- Other Action Items:
  - from internal ISIS meetings
  - from SPP-ISIS meetings
  - from Peer Reviews



# ISIS Action Items



- Tracking Actions Items from internal ISIS meetings and SPP-ISIS meetings
  - Actions arising during meetings are noted in the minutes and an actionee and due date are assigned.
  - Progress is tracked during subsequent meetings and noted in the minutes.
  - Action Items remain in the meeting minutes until they are closed.
  - The ISIS Systems Engineer (SE) is responsible for tracking the disposition of ISIS action items from internal meetings: the SPP Payload SE is responsible for tracking those arising from SPP-ISIS meetings.





# ISIS Action Items



- Tracking Action Items from Peer Reviews: General
  - At the end of each review, action items are re-visited, summarized and documented, written inputs from reviewers collected.
  - Peer Review materials are posted on the ISIS Wiki.
  - The ISIS Systems Engineer (SE) is responsible for tracking the disposition of ISIS action items.



# ISIS Action Items



## ■ Tracking Action Items from Peer Reviews: EPI-Lo

- EPI-Lo TOF and CFD ASIC peer review ???
- EPI-Lo Sensor Peer Review 5/22/13
- EPI-Lo Anode Board Peer Review 6/21/13
- EPI-Lo Sensor Peer Review 8/19/13 - 8/20/13
- EPI-Lo Event Board Peer Review 8/21/13
- EPI-Lo LVPS Peer Review 8/21/13
- EPI-Lo HVPS Peer Review 8/21/13
- EPI-Lo Energy Board Peer Review 8/26/13
- EPI-Lo Software Inheritance Peer Review 10/4/13



# ISIS Action Items



- Tracking Action Items from Peer Reviews: EPI-Lo
  - Post-review, a memo is circulated to all review participants and ISIS management which lists all action items.
  - At APL, action items are recorded in an Excel spreadsheet and tracked by the EPI-Lo team. This is periodically distributed as work on each action item takes place.
  - Action Item Response memos are circulated to all review participants and ISIS management summarizing the disposition of each action item until all have been closed.



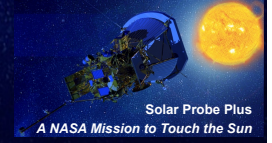
# ISIS Action Items



- Tracking Action Items from Peer Reviews: EPI-Hi
  - EPI-Hi PHASIC &  
Housekeeping ASIC Peer Review 12/6/12
  - EPI-Hi LVPS Board Peer Review 5/22/13
  - EPI-Hi DPU Board Peer Review 9/9/13
  - EPI-Hi HET/LET Telescope Boards Peer Review 9/9/13
  - EPI-Hi SSD Bias Supply Peer Review 9/23/13
  - EPI-Hi Mechanical Peer Review 9/30/13
  - EPI-Hi Software Inheritance Peer Review 10/9/13



# ISIS Action Items



- Tracking Action Items from Peer Reviews: EPI-Hi
  - Post-review, the ISIS Systems Engineer enters an action item list into SwRI's Project Information Management System – Action Item Management (PIMS-AIM) system.
  - The ISIS SE raises a SwRI Internal Design Review Report (IDRR) and distributes it to all review participants and ISIS management.
  - Updates to action item statuses are recorded on PIMS-AIM until all are closed.
  - The review chair signs and circulates the IDRR.





# ISIS Action Items



## ■ Highlighted Action Items

Actionee	Action Item	Status
	???????????	