

Meeting Agenda 2

Date/Location: 25-September-2025 at 11:30 AM in BUP CR: 302

Information Updates/Reminders

1. SRS document has been completed and uploaded to GitHub Wiki.
2. Coding standards and documentation tools have been finalized.
3. Discord workspace and Trello board are fully active for project communication and task management.
4. Project features have been distributed among team members.

Decisions Needed

1. Finalize coding tasks for each team member (who implements which feature/module).
2. Decide on integration workflow (branching strategy, pull request process, testing schedule).
3. Decide timeline for **first prototype / partial demo**.
4. Decide if additional frameworks, libraries, or APIs are required for feature implementation.

General Items

1. **Implementation Kick-off:** Each member should start coding their assigned feature based on the SRS and allocated tasks.
2. **GitHub Repo Workflow:**
 - Ensure all members are pushing updates through branches, not directly on `main`.
 - Set rules for pull requests and code reviews.
3. **Testing Setup:** Decide how unit testing and integration testing will be carried out.
4. **Progress Tracking:**
 - Trello will be updated weekly with task progress.
 - Discord check-ins twice a week to track feature progress.
5. **Documentation Updates:** Members should document implementation details in the GitHub Wiki as features are developed.
6. **Integration Plan:** Assign 1-2 members to oversee the integration of different features and ensure consistency in coding standards.
7. **Next Deliverable:** Prepare a working demo of individual modules/features before moving to system-level integration.