# Meeting Notes 2

#### 11/13/2022

13 November 2022/ 5 pm - 7 pm

# 1 Opening

The group meeting was called to conduct on 13 November 2022 at 5 pm via Discord

# **2 Online Meeting Platforms**

Virtual meeting via Discord

## Attendee's list

- Nadir
- Jose
- Patrick
- Lloyd

## 3 Absent List

• No one

#### 4 Activities

- Made sure all members merged contents of the main branch to their own branches
- Patrick will work on adding an updated css file for the to do list
- Lloyd plans to add HTML for multiple lists features within the week and rework toDoList HTML

# **5 Discussion**

Made sure all members had an up to date version of to do list for further updates. Patrick will commit an updated version of the css file. Lloyd will commit multiple list features. Nadir will make a second draft of the extension design on Figma.

# Notes

Team discussed splitting of work for future commit.

# 6 Adjournment

The meeting was adjourned at 7 pm.

## 7 Next Meeting

Our next meeting will be on Friday, 18 November 2022, using the same platform, Discord.

## 11/18/2022

18 November 2022/ 7 pm - 9 pm

## 1 Opening

The group meeting was called to conduct on 18 November 2022 at 7 pm via Discord

# **2 Online Meeting Platforms**

Virtual meeting via Discord

#### Attendee's list

- Nadir
- Jose

- Patrick
- Lloyd

## 3 Absent List

• No one

#### 4 Activities

- Realistic timeline and task to cut
- Decisions on which task to focus on
- Plan on implementing a feature to multiple lists
- Cleaned up css and html code errors

## **5 Discussion**

The team looked over Nadir's Figma design to compare it with HTML and CSS. Discussed what feature to cut/we might cut.

## **Notes**

Nadir informed us that he was ill and a few days later ended up in the ER due to the flu and he also has a doctor's note. Readjusted timeline to account for missing a team member.

# 6 Adjournment

The meeting was adjourned at 9 pm.

# 7 Next Meeting

Our next meeting will be on Wednesday, 30th November 2022, using the same platform, Discord.

## 11/30/2022

30 November 2022/8 pm - 9 pm

# 1 Opening

The group meeting was called to conduct on 30 November 2022 at 8 pm via Discord

# **2 Online Meeting Platforms**

Virtual meeting via Discord

#### Attendee's list

- Nadir
- Jose
- Patrick
- Lloyd

# 3 Absent List

• No one

#### 4 Activities

- Add task delete list
- Discuss what to cut off due to deadline cut by a week
- Nadir will implement delete checked tasks feature
- Jose implemented add task feature, dynamic task counter, revamped checkbox feature, and added template for task

#### **5 Discussion**

We were informed the assignment 3 and final were combined meaning one less week of our project. We discussed which features we could realistically implement with the new deadline and which to cut. Jose showed the team all the features he built for team approval for a big commit. We also decided to implement a delete feature for checked tasks instead of a delete feature for every task.

#### Notes

Team decided to cut import tasks and date and time features due to time constraints. Team will focus on themes which could meet the timeline.

# 6 Adjournment

The meeting was adjourned at 9 pm.

# 7 Next Meeting

Our next meeting will be on Saturday, 3rd December 2022, using the same platform, Discord.

#### 12/3/2022

3 December 2022/ 7pm - 11 pm

## 1 Opening

The group meeting was called to conduct on 3 December 2022 at 8 pm via Discord

# **2 Online Meeting Platforms**

Virtual meeting via Discord

## Attendee's list

- Nadir
- Jose
- Patrick
- Lloyd

## 3 Absent List

• No one

#### 4 Activities

- Clean up code over the week
- Prepare presentation slides for Assignment 3
- Multiple presentation practice runs
- Nadir sent code for delete checked tasks feature to Lloyd
- Lloyd committed both the themes feature and Nadir's delete checked tasks feature

## **5 Discussion**

The team discussed the final steps to finalize the code, slides, and documentation in time for the third presentation. Lloyd committed the themes feature.

#### **Notes**

The team implemented and made/planned final commits this weekend to prepare for the presentation on the 6th of December. Also met up to complete the slides needed for our

presentation and held multiple practice runs to see if we have all the necessary information for our project.

# 6 Adjournment

The meeting was adjourned at 11 pm.

# 7 Next Meeting

No more meetings.