Meeting Agenda

Location: UNSW Collaborate Session

Date: 14-Mar-2022

Time: 7:00 PM

Agenda details:

I. Discussion about how Online Lecturers can track team's collaboration and communication

    a. Our Project Activities are tracked in Teams. Is it possible to include Online Lecturers in Teams so they can track how the Team is Collaborating?
    b. Will Instructors only check Only GitHub?
    c. How frequently should we sync files in GitHub?
    d. Can one person sync all project files in GitHub or everyone in the team needs to be a contributor of the Group Project in GitHub?

II. Clarification on Project Plan Documentation

    a. Is there any restriction on the number of pages the Project Plan Documentation can have?
    b. Do we need an abstract?
    c. Is it ok to add a reference section in the Project Plan Document?

III. Evaluation Criteria

    a. On what key parameters the instructors will be evaluating us?