

## **Meeting 2 Minutes Awesominds Capstone project**

May 18 1pm via Skype

In attendance: Walker, Adam, James, Marty

1. Welcome/introductions

2. Review/approve/add to agenda

Approved

3. Review of previous meetings minutes

No changes

4. Actions since last meeting

4.1 Team completed project charter

4.2 Marty Sent out Dbase schematic

4.3 Marty Also sent out dbase creation instructions

Marty reported that last years team had difficulty finding a place (machine/webserver) to work on project, so sent many hours creating their own. The team created an instruction file for future teams so they would not have to put in as much effort

4.4 Marty resubmitted email to ITS asking for assistance

4.5 Team sent C-numbers and names to Marty

4.6 Marty Sent team info to ITS and asked for students to be granted access to server

5. Team documents review

5.1 Schematic and visuals from client/project manager

Reviewed by team – no questions currently

5.2 Dbase structure

Marty sent out structure schematic produced by last year's team. It is not the latest version of the dbase.

Team had no questions at this point but later discussed whether or not to create a new dbase from scratch or to modify current one. They chose to modify current one.

5.3 Github files

Team did review them. No pressing concerns or questions.

5.4 Project documentation

Comments from team. Documentation is minimal- some gaps. Spotty

## 5.5 MS Azure

Asked if they could use a different cloud server – one they used in their courses.

Marty replied he had no problem with that. But we have to ensure it is acceptable/supported by the college.

## 5.6 review software tools/languages used to create Awesominds II

Team did not feel there would be any difficulties accomplishing project goals with software used/available.

## 6. Web servers updates

As mentioned above (4.3), Marty sent an email from last years team explain the process of setting up a VM.

The instructors in their course are looking into the process of facilitating access to server.

Team may have to set up a Virtual machine VM. Team will take the lead (working with their instructors) on establishing a place where they can upload existing app and work on this project. (Marty will hold off on his continual harassment of Camosun ITS)

## 7. Tasks/timeline

### Week 2 (May 4) Planning

#### 7.1. Pose questions to project manger/client

Terminology used in schematic document.

Game choice screen – (should be ‘task’ choice screen) uses the term ‘interval’. Marty explained this to be the total points the student has earned during current time logged into app.

Also ‘Session’ means for this task.

May have to make some changes to the terminology used so it is more comprehensible

#### 7.2. Review and clarify all project tasks provided by client/project manager

Marty is currently working on a document giving more detailed explanations of each task. Will send this out to team when complete.

Marty will give a hi, medium or low priority for each task.

Marty would like the team to give time and difficulty estimates for each task

#### 7.3. Discuss viability of software tools and required resources

Team had no issues at this point. Some discussion as to whether to use Phaser II or III

#### 7.4. Prioritize project tasks/deliverables

Marty went over 2/3 of the project deliverables give a brief verbal explanation of what is to be done for each

Marty verbally designated priorities for a few. But none officially prioritized at this point.

Team request - put deliverables into excel format – easier for project management.

Marty will create excel file and send to team

7.5. Establish team member roles (front end, coding, database, etc.) in completing tasks

Team discussed areas they'd like to work in. middle – Adam. Walker – front end. James – documentation, development environment. Dbase - ?? all

7.6. Establish guidelines and timelines for completion

Quickly reviewed project charter. No concerns at this point. Project is in early stages

7.7. Complete necessary course requirements/documentation (complete project charter)

Course instructors may require documents in the future but not on the perceivable horizon.

8. Next meeting

Monday 25<sup>th</sup> 1pm via Skype

9. Adjournment

2:09