Resturant Ratings App Project

# Group Meeting Minutes

Date: 1/09/2023

Time:1:01 PM

Attendees: Alyssa, Alexander, Vijendra, John

Apologies: Kimberly

Taken By: Alyssa

## Agenda

* Group Contract
* Divide up tasks
* Group Meeting Plan
* Document Access

## Actions

* Actions we have decided on taking

## Agenda Item: Group Contract

### Discussion

### We need to complete the contract

### Conclusions

Each member will read through, and create their own copy of the contract. Individually we will fill in what we would like in the contract and on Monday we will collate and decide on details into one large contract to be signed.

### Actions

|  |  |  |
| --- | --- | --- |
| Action | Person Responsible | Deadline |
| Each member will read through, and create their own copy of the contract. | All Members | 4/09/23 |
| Fill in what we would like in our copy of the contract | All Members | 4/09/2023 |
| Meeting Monday for contract | All Members | 4/09/2023 @ 12.00 |

Agenda Item: Divide Tasks

Discussion

* Bookwork needs to be stared.
* We divided up our tasks

Conclusions

See table at bottom of document.

Kimberly and John will do actions outlined.

Actions

|  |  |  |
| --- | --- | --- |
| Action | Person Responsible | Deadline |
| Kimberly and John can decide to do either Data Access Design or Security Design | Kimberly, John | 4/09/23 |

Agenda Item: Group Meeting Plan

Discussion

We need to decide on a time to do a group meeting

Conclusions

We will decide on a meeting time during our Monday contract meeting.

Actions

|  |  |  |
| --- | --- | --- |
| Action | Person Responsible | Deadline |
| We will meet on Monday @ 12 to discuss contract. | All Members | 4/09/23 |
| We will then further discuss and solidify a group meeting session. | All Members | 4/09/23 |

Agenda Item: Document Access

Discussion

* Are we all accessing the GitHub
* How to edit our documentation

Conclusions

* Alexander will upload the documents to our group chat so we can all work in tandem
* Branching used for the user contract for our separate copies.

Actions

|  |  |  |
| --- | --- | --- |
| Action | Person Responsible | Deadline |
| Upload the documents to our group chat | Alexander | Today |
|  |  |  |

# Tables: Divide Tasks

## Requirements Document

|  |  |  |  |
| --- | --- | --- | --- |
| Task | Member Assigned | Member Assigned | Comments |
| Section Business Requirements – Intro and Statement of Need | Alexander | N/A |  |
| Section Business Requirements – Business Requirements | John | N/A |  |
| Section Business Solution | Alyssa | N/A |  |
| Section Solution Requirements | Maxim | Vijendra |  |
| Section Scope | Kimberly | N/A | Needs Solution Requirements to start – please work w Maxim and Vijendra |

## System Design Document

|  |  |  |  |
| --- | --- | --- | --- |
| Task | Member Assigned | Member Assigned | Comments |
| Architecture | Vijendra | N/A |  |
| Data Access Design | Alexander | John |  |
| Security Design | Alyssa | Kimberly |  |
| User Interface Design | Maxim | N/A |  |