Meeting 6 Minutes

Location: Discord
Date: February 19, 2023
Time: 1:30 pm
Attendees: Jong Hyung Ha, Atul Gupta, Ruksmita Ghoorahoo, Khavish Gangalaramsamy, Alexander Figueiras, Kiana Greek, Jiaqi Gu

Agenda

Important Notices

D1 due Feb 24 – report

D2 due Feb 23 – presentation

Ruksmita will submit D1 and D2

Report

Discussion:
Went over table of contents.
Interview questions and answers are done.
Collab patterns written
Use cases not done yet
Follow order of list given in deliverable
Glossary can go anywhere in doc but will print glossary at the end
Everyone will add their part to the latex doc
Title page
Formatting – keep formatting of doc
Analysis: not done – needs to be done asap and put into overleaf doc
References – biblatex for citing; each person doing their citations
Atul made changes to function definition – check your function to make sure its not messed up
Alexander takes care of formatting part – we all still do our own citations

Action: Put report work in latex doc (respect ordering) and do citations

Presentation

Discussion:
Don't need to put everything – stick to what D2 is asking – dev, org,
Point to present project & process; our approach to how we did what we did
Personas – decided primary personas – our interviewees would be primary users of a calc
Use overleaf for beamer
Convenience sampling – someone likely to use; tried to avoid overlapping interviews but it happened
Interview structure: structured interview – most not experienced and no one really diverged from format
Personas: primary – all would be direct users of the scientific calc; decided no protopersonas as we already have enough
John needs input for personas and UC thought process

Action: add UC & persona thought process to presentation; create slides

<u>Left to Do for D1</u>
List: format report, review final, prepare slides

For Next Time

<u>Need to Dos</u>
Finish report

Presentation

<u>Due Dates</u>

<u>Next Meetings</u>
March 9