**Team Minutes**

**Date:** 18 February 2014

**Attendance:**

* Rachael Beal
* Sean Rappleyea

**Minutes:**

First we met and discussed what we wanted to find out from the customer, and made sure we had good questions ready. Next, we had a lengthy (**2 hour long**) meeting with our customer to see what was already completed, to discuss the next steps, and to ask our questions. We now have a very clear picture of what they desire to be the end result, but tried to make it clear that we are simply establishing the foundation this term upon which future students may build. We will, however, try to make a very nice-looking and effective foundation.

Next, we met briefly with the team from the Human Interfaces class and discussed their role (helping us figure out the look and feel of the page). We then completed the project requirement sheet and made sure we were on the same page of what is expected of us.

To do: Rachael will contact the customer to find out exactly what they want with the comments page and add the other team to our git repository. We will both brainstorm on layout options before our next meeting with the other team next week. Sean will load all the images, videos, and other documents obtained from the customer into Github so that all team members will have access to it.

**Date:** 11 February 2014

**Attendance:**

* Rachael Beal
* Sean Rappleyea

**Minutes:**

Today we discussed a number of logistical points about the Roots of Knowledge project. We will attempt a brief meeting later this afternoon with one of the Human Interfaces students in the hopes of coordinating our customer meeting and development process with them. If that doesn’t work out, we will move forward and arrange a separate meeting with the customer for next week.

We looked at the Facebook page our customer has already established about the project, and from that drew some inspiration about how we want to go about building the website. We decided that we would try and create a “ticker” much like that which is used on Kickstarter, which would allow our client and anyone visiting the site to see how close the project is to its funding goal. We also will include Facebook “Like” and Twitter “Follow” buttons. We would like to also add an option to log in via gmail or Facebook which, if utilized, will allow visitors to leave comments and suggestions. Finally, we are considering a simple database that would store email addresses entered by individuals who wish for updates from our customer about the progress of the project.

All of these ideas are dependent upon customer approval.

**Date:** 4 Feburary 2014

**Attendance:**

* Rachael Beal
* Sean Rappleyea

**Minutes:**

We discussed what I had learned from Scott (previous project manager) about having to physically go to Nephi to make any permanent changes. We both thought about the idea of having a local copy of Server Code that we could work from and make official changes periodically throughout the semester (possibly one major update at the end of the semester).

I also shared the possibility of our team being reassigned to the new UVU Library – Stain Glass Window project. We’re both very excited about that concept.

We both expressed concerns about keeping Server and Client code separate, since everything we’ve done on PluralSight seems geared towards Client-side programming (which we both enjoy). We then wondered exactly how the other team we’ll be paired up with would fit in with what we have to do. Another class mate was listening in and said that he thinks that the other class would go to the user and get the “feel” and do mock ups of how it would look and feel. Then it would be our responsibility to implement. If we get put on “Roots of Knowledge”, we’d want to make sure that we were in the initial meeting with the other team to make sure they don’t promise anything we can’t really deliver.

We officially have been assigned “Roots of Knowledge”. We spoke to Luke and think we have a really good concept of what is supposed to happen. I’m going to email Luke for the Client’s information, and Sean is going to email Professor Love for the 3410-Human Factors team information so we can coordinate a group meeting with each other and then the studio.

**Date:** 28 January 2014

**Attendance:**

* Rachael Beal
* Sean Rappleyea

**Minutes:**

We spent a little bit of time getting to know one another.

* Sean is in the Networking track, Rachael in the CS track.
* Neither have a lot of prior or additional web development experience outside of the prerequisite Web I class.
* This is going to be a learning process for the both of us.

We took a look at the Nephi City Website and had a few possible suggestions for improving performance:

* Find a better way to load pictures (which currently take way too long)
* Keep sites internal or open in a new tab
* The drop down lists have a very odd look and feel to them

We don’t want to make any real decisions until after we’ve talked to the contact on their requirements and desires.

* We asked each other if they had received any email from the teacher with prior group information.
* Just found out in class that we need to contact Luke.
  + We are going to try and have him come to class on Tuesday so we can get the information from him.

By a flip of a coin, Sean got to pick the Team Leader. Rachael is the (un)lucky winner.