Meeting Document: 14

Name of company: KentSoft
Meeting location: Templeman Library – Group study room 2
Meeting date: 28/02/20
Attendance: Adil, Rahul, Samuel and Tsotne
Extra info: N/A

Agenda:
- Populate Trello board with all tasks
- Read over feedback
- Create UML class diagram for Personal Details
- Begin coding for Personal Details by using the UML class diagram

Discussion points:
- Trello tasks were added
- We started to brainstorm different ways on how to implement feedback given for stage 3
- Discussed whether we should implement a new GANTT chart style based off the feedback of having odd scaling
- Discussed how authentication level/role should be selected in the login and logout operations
- Ensure Java doc is completed going forward

Tasks to be completed	Who	Date Set	Due	Completed
Create Trello board	SL, RP, TG, AAJ	25/02/20	25/02/20	Y
Fill out weekly document	SL, RP, TG, AAJ	25/02/20	25/02/20	Y
Create stage 4 folder on GitLab	SL, RP, TG, AAJ	25/02/20	25/02/20	Y – created but not yet pushed
Read brief	SL, RP, TG, AAJ	25/02/20	25/02/20	Y
Populate Trello board	**TG, AAJ, SL, RP**	**28/02/20**	**29/02/20**	**N**
Create/Update UML diagram	**RP, SL**	**28/02/20**	**29/02/20**	**N**

Review GANTT chart scaling from feedback	AAJ	28/02/20	28/02/20	Y