# Checkpoint Meeting Minutes

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| --- |
| 33 |

## Group Identifier:

|  |  |  |
| --- | --- | --- |
| 19 | 01 | 2016 |

## Date of Meeting:

## Attendance

## Register:

|  |  |
| --- | --- |
| **Name** | **Present** |
| David Bednall  *Project Manager* | X |
| Fionnuala De Diego Watson | X |
| Abbas Merali | X |
| Sofia Bibi | X |
| Tarek Nouelaty | X |

If present mark with (X), approved absence (A), otherwise leave blank

## Progress review of last week

|  |  |  |
| --- | --- | --- |
| **Name** | **Task Description** | **Task Status** |
| David  Playlist Manager | Create NB Project | C |
| Set up GitHub | C |
| Had first group meeting | C |
| Fionnuala  *Track Player* | Create NB Project | C |
| Set up GitHub | C |
| Had first group meeting | C |
| Abbas  *Radio Station Generator* | Create NB Project | C |
| Set up GitHub | C |
| Had first group meeting | C |
| Sofia  *Social Manager* | Create NB Project | C |
| Set up GitHub | C |
| Had first group meeting | C |
| Tarek  *Account Manager* | Create NB Project | C |
| Set up GitHub | C |
| Had first group meeting | X |

Max three rows per group member. Task status: (C) completed (O) ongoing (X) no report

## Plan for next week

|  |  |  |
| --- | --- | --- |
| **Name** | **Task Description** | **Task Status** |
| David  *Playlist Manager* | UML Diagrams (Class diag, Use-case diag, etc.) | N |
| Define db structure/fields | N |
| - | - |
| Fionnuala  *Track Player* | Devise GUI design theme | N |
| UML Diagrams (Class diag, Use-case diag, etc.) | N |
| - | - |
| Abbas  *Radio Station Generator* | UML Diagrams (Class diag, Use-case diag, etc.) | N |
| Define db structure/fields | N |
| - | - |
| Sofia  *Social Manager* | Devise GUI design theme | N |
| UML Diagrams (Class diag, Use-case diag, etc.) | N |
| - | - |
| Tarek  *Account Manager* | UML Diagrams (Class diag, Use-case diag, etc.) | N |
| Devise GUI design theme | N |
| UML Diagrams (Class diag, Use-case diag, etc.) | N |

Max three rows per group member. Task status: (N) new (O) ongoing (X) no report

## Other Issues and Risks

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| Issues committing checkpoints and other non-NetBeans project files to Git to be resolved. |