# Checkpoint Meeting Minutes

|  |
| --- |
| 33 |

## Group Identifier:

|  |  |  |
| --- | --- | --- |
| 2 | 02 | 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 | UML Diagrams (Class diag, Use-case diag, etc.) | C |
| Define db structure/fields | O |
| Implement database | O |
| Fionnuala  *Track Player* | UML Diagrams (Class diag, Use-case diag, etc.) | C |
| Start work on GUI | C |
| - | - |
| Abbas  *Radio Station Generator* | Define db structure/fields | O |
| Implement database | O |
| Start work on GUI | C |
| Sofia  *Social Manager* | Start work on GUI | C |
| Start on programming | C |
| - | - |
| Tarek  *Account Manager* | UML Diagrams (Class diag, Use-case diag, etc.) | C |
| Start work on GUI | O |
| - | - |

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* | Define db structure/fields | O |
| Implement, finalise database | O |
| Define window template | N |
| Fionnuala  *Track Player* | Implement, finalise database | N |
| GUI | O |
| Define window template | N |
| Abbas  *Radio Station Generator* | Define db structure/fields | O |
| Implement, finalise database | O |
| Define window template | N |
| Sofia  *Social Manager* | Implement, finalise database | N |
| GUI | O |
| Define window template | N |
| Tarek  *Account Manager* | Start work on GUI | O |
| Implement, finalise database | N |
| Define window template | N |

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

## Other Issues and Risks

|  |
| --- |
| Last week’s issues resolved.  Completing database highest priority |