Team Twelve meeting minutes

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| Location: | Library |
| Date: | 17/10/18 |
| Time: | 10:00 - 10:50 |
| Attendees: | Jake Smith, Joshua Poole, Cole (Peter) Ballam, Ashley Cottrell, Jack McMahon. |

# **Agenda items**

1. Review Roles/jobs
2. Difficulties occurred
3. Goals for next week

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| **Action items** | **Owner(s)** | **Deadline** | **Status** |
| Set up trello | Cole (Peter) | 11/10/18 | Completed |
| ID06 Recommended cars | Ashely | 24/10/18 | Partially Completed |
| ID07- restrict customer info | Josh | 17/10/18 | Partially Completed |
| ID04 – info on car | CS students (Jake0 | 14/10/18 | Partially Completed |
| ID11 Graphic Representation | Cole (Peter) | 24/10/18 | In-Progress |
| ID10- Rental History | CS Students | 24/10 | In-Progress |
| ID05- Rental Info | CS student | 24/1018 | In-Progress |

Troubles throughout the week occurred

* Time management
* Trying to finish of time heavy tasks
* Harder to juggle between other subjects and this as everything is starting to build up towards the end of the semester
* No problems or difficulties have been occurred yet to the code, apart being heavy in time investment

Goals for next week

* Try and finish or come close to finishing on story each. This will put us in a really good position leading up to the final release of the project
* Make sure we are taking down notes on errors we run into (despite user testing having to be completed, this will allow the development team to fix the issue sooner.

\*\*\*\*Meeting was cut short today due to other members having commitments – however everyone in the team s on track with the task and the team is on tract for a on time release- according to burndown chart)