**Action Minutes Author: John Santias**

|  |  |  |
| --- | --- | --- |
| Meeting Date: | Meeting Time: | Meeting Place: |
| 4/5/18 | 3-5pm | Discord |

**Members Present:**

|  |  |
| --- | --- |
| Member Name | Present |
| James Uprichard | Yes |
| Michael Bell | Yes |
| Emily-Jane Deering | Yes |
| John Santias | Yes |

**Decisions:**

* **Group decided to use three-tier architecture instead of two-tier. Two-tier works for small websites. Three-tier is much easier to maintain and scalable.**

**Assigned tasks:**

|  |  |  |
| --- | --- | --- |
| Team Member | Tasks Assigned on Meeting Date | Expected Completion Date |
| Emily-Jane Deering | Create sprint 2 tasks for story id 9 and 11 | 6 May |
| James Uprichard | Create sprint 2 tasks for story id 3 | 6 May |
| Michael Bell | Create sprint 2 tasks for story id 12 | 6 May |
| John Santias | Create sprint 2 tasks for story id 2 | 6 May |

**Project Progress:**

|  |  |  |
| --- | --- | --- |
| Project Component | Status of Component | Delivery Date |
| User requirements | Completed | 28 February |
| User stories | Completed | 7 March |
| Story cards | Completed | 13 March |
| Release & Sprint plan | Completed | 21 March |
| Set up Django, Python, SQL on computer | Complete | 28 March |
| Install mysqlclient | Complete | 28 March |
| UI design (public website) | Complete | 25 April |
| Component Diagram | Completed | 23 April |
| Website front-end | Complete | 1 April |
| Link database to website users | Complete | 27 April |
| Dashboard details, Booking system | Complete | 27 April |
| Add invoice table to database and change names to bookings | Complete | 30 April |
| Store user registration details in the database | Completed | 27 April |
| ERD diagram | Complete | 30 April |
| Lesson filtering | Complete | 30 April |
| UI design for the bookings, authentication and sign-out page | Complete | 2 May |
| UI design for the dashboard, sign-in and account page | Complete | 2 May |
| Get bookings to save on to database | Complete | 2 May |
| Justification of chosen architecture | Complete | 4 May |
| Logical and physical diagram | Complete | 4 May |
| Booking system | Complete | 4 May |
| Website information | Complete | 4 May |
| Three-tier architecture | Complete | 4 May |
| Sprint 1 retrospective | Complete | 4 May |
| Data flow diagram |  | 4 May |
| User registration | Complete | 4 May |
| User testing | Complete | 4 May |

There were no reported issues during this meeting.