**CS673 Software Engineering**

**Team 3 : Team Buddy**

**Meeting Minutes**

All meeting minutes are kept in this single document. The latest meeting minutes should be at the beginning of the document. For example, meeting 3 minutes is placed before meeting 2 in the document. The team leader should prepare a basic agenda for the meeting and team members should rotate to be the minutes taker. Each group should have at least one meeting per week, and you may have multiple meetings if needed.

**Meeting 7**

**Date and Time:** 10/16/2025 3:15P.M. - 4: 45P.M.

**Place**: MET 101

**Participants:** Bohan, Melissa, Dexiao, Junzhe, Shinu, Qiuting

**Minutes taker:** Bohan Lin

**Time Keeper:** Bohan Lin

**Purpose:** Discuss the future use of Jira, Reassign Requirement Leader role, deadline of iteration 1 coming

**Agenda:**

* Challenges we have during iteration 1
* How we are going to change in later iterations
* Documents or codes due tonight that are not finished

**Discussion:**

* Discuss the use of Jira and how user stories will be used in later iterations.
  + Each user story should be finished within one week
  + Two ways of working with user stories:
    - Each person is responsible for one user story
    - Integration should be taken into consideration. For example, A is responsible for backend, B is responsible for frontend, and C is responsible for integration and testing.
* Reassign Requirement Leader: Shinu will become the requirement leader to be responsible for writing Jira tickets.
* Iteration 1 pending works: any unmerge code. Weekly Report, SDD file, SPPP testing sections.
* Each team member will be responsible for each user story in each week.
  + Build backend
  + Frontend UI
  + Integrate backend and frontend

**Key Decisions**

* Shinu will take over the requirement leader role
* Due dates will be strictly apply

**Action Items:**

* Example code for frontend using backend API needs to be implemented by Bohan by the end of 10/19/2025.
* User stories will be reorganized to make them more achievable, more precise, and more priority-oriented. Shinu will create Jira tickets for story and subtasks, while each member should be adding acceptance tests.

**Meeting 6**

**Date and Time**: October 10, 2025, 3:25 PM - 4:15 PM EST  
**Place:** MET 101  
**Participants**: Bohan, Junzhe, Melissa, Shinu, Dexiao, Qiuting  
**Minutes taker**: Dexiao Zhang（Elijah）  
**Timekeeper**: Dexiao Zhang（Elijah）  
**Purpose**: To discuss task allocation for the upcoming sprint, branch merging strategy, code review processes, Docker configuration, and finalize arrangements for the Iteration 1 presentation.

**Agenda:**

1. Project Task Allocation
2. Branch Merging and Review Schedule
3. Code Commenting and Documentation Tasks
4. Iteration 1 Presentation Presenters & Content
5. Frontend/Backend Testing Issues
6. Docker Setup and Testing
7. Code Review Procedures

**Discussions:**

1. **Project Task Allocation:**
   * Responsibilities were assigned for various tasks including automation testing (STD), database design (SDD), architecture, UI design, security design, business logic, and key algorithm design.
   * It was decided that design pattern-related tasks can be omitted for this iteration.
   * A team member will be responsible for documenting REST API details.
2. **Branch Merging and Review Schedule:**
   * Most branches will be merged into the development branch on Monday to consolidate work for the demonstration, as current branching is too fragmented.
   * Discussion was held regarding which specific branches to merge and who will conduct the reviews. A team member volunteered to take on a significant portion of the code review responsibilities.
3. **Code Commenting and Documentation Tasks:**
   * All code must be reviewed, and comments indicating the proportion of AI-generated, framework, and human-written code must be added.
   * Comments should be added via hotfixes without altering the functional code.
   * README files must be updated to note that uncommented files are framework-generated.
   * All commenting and documentation tasks are due by Tuesday night.
4. **Iteration 1 Presentation Presenters & Content:**
   * The presentation should comprehensively cover the work completed by all team members.
   * Potential content discussed for inclusion: demonstrating Docker operations, showcasing resolved database issues, and summarizing key features implemented in this iteration.
5. **Frontend/Backend Testing Issues:**
   * Frontend acceptance tests currently have environment-specific issues. Once fixed, the code will be pushed.
   * The current testing strategy relies more on manual testing for the frontend, while the backend uses automated tests.
   * Backend Jest configuration issues were noted, requiring assistance from relevant team members for resolution.
6. **Docker Setup and Testing:**
   * Backend Dockerfile configuration for installing dependencies, creating environments, checking server status, and running locally was reviewed.
   * Frontend Dockerfile setup for dependencies and ports was discussed.
   * Questions were raised about configuring Docker to run specific test commands automatically, relating to GitHub CI setup.
   * The GitHub CI is configured to run six checks on branches, but the React unit test setup within CI currently has issues and requires debugging.
7. Code Review Procedures:
   * Pull Requests (PRs) have been created and require review for the upcoming submission.
   * Team members are strongly encouraged to review each other's code in the branches, providing comments and feedback early to reduce errors.

**Key Decisions:**

1. Design pattern implementation postponed to future iteration

**Action Items:**

1. All team members: Complete assigned tasks (database, business logic, diagrams, etc.).
2. All developers: Finalize code commenting and README updates by Tuesday night.
3. Documentation Leads: Modify and upload TD, SPPP, and other required documents to GitHub.
4. Team: Confirm the two presenters for the Iteration 1 demonstration.
5. Frontend Developer: Fix frontend test issues and push code.
6. Backend Developers: Resolve Jest configuration issues with assistance.
7. Reviewers: Actively review Docker-related and other PRs. All members should participate in cross-reviewing code.
8. Weekend/Monday: Create Pull Requests (PRs) for completed code.
9. Monday: Execute planned branch merges into the development branch, with designated reviewers.

**Meeting 5**

**Date and Time:** 10/02/2025 3:15 - 4:28 PM EST

**Place**: MET 101

**Participants:** Bohan, Junzhe, Melissa, Shinu, Qiuting, Dexiao

**Minutes taker:** Shinu

**Timekeeper:** Shinu

**Purpose:** Shared on what we have done so far on iteration 1, talk about next steps to build our minimal viable product.

**Agenda:**

* Review the tasks we have completed so far
* Talk about blockers that we are facing and how we can resolve them
* Define the scope and tasks for the next week and assign them

**Discussions:**

**Completed tasks:**

* Melissa and Junzhe worked on converting Junzhe’s code to react
* Shinu worked on setting up CI/CD. She also configured git to be able to delete branches automatically
* Qiuting has been working on creating animations and games for the application
* Dexiao and Bohan have set up and implemented the backend for the application

**Blockers**:

* The code scanner set during the initial CI/CD set up is blocking merges from pull requests. Shinu to disable the code scanner for the time being and fix it in post.

**Next Steps:**

* Create dockerfile for lab 2 and share with the team
* The study page needs to store the time in the backend
* Time left for the goal for that week needs to be shown on the select time page
* Change the backend to store the day and the time
* We need to implement the buddy health and growth
* Display the health (not studying = dying) and growth (baby to adult) of the study buddy
* Get the study buddy animation and games ready

**Key Decisions:**

* Iteration 1:
  + Get a minimal viable product ready for iteration 1

**Action Items:**

* Shinu will work on implementing further checks into CI/CD. She will also work to implement the code scanning on the repository and create a docker file for lab 2
* Melissa and Junzhe will work on displaying the health (not studying = dying) and growth (baby to adult) of the study buddy
* Bohan and Elijah will work on changing the backend to store the day and the time
* Qiuting will be working on creating the animations and buddy

**Meeting 4**

**Date and Time:** 9/25/2025 3:21 - 4:07 PM EST

**Place**: MET 101

**Participants:** Bohan, Junzhe, Dexiao，Melissa, Shinu, Qiuting

**Minutes taker:** Junzhe

**Timekeeper:** Junzhe

**Purpose:** Discussed the use of Jira for task management and the importance of reviewing tasks and code.

**Agenda:**

* Review Jira task management and code review process
* Clarify branching strategy and naming conventions
* Define first coding tasks (front-end, back-end, game)
* Assign responsibilities for CI/CD setup and QA
* Plan Iteration 1 deliverables

**Discussions:**

**Jira workflow**

* Tasks should include requirements and acceptance criteria.
* After completing a task, move it to *Review* for at least two reviewers.
* Pull requests should include screenshots of test results and lint checks.

**Iteration 1 goals**

* Backend: store user data (first draft implementation).
* Frontend: create all necessary pages (login, home, settings, study, etc.), even with placeholder data.
* Game: initial prototype linked to the “buddy” concept.
* CI/CD: set up automated testing and lint checks in the pipeline.

**Technology choices**

* Backend will use JavaScript/Express (instead of Java Spring) for simplicity.
* Frontend uses React Native.

**Collaboration**

* Each developer writes test cases for their own code.
* Fixed pairs of reviewers suggested for consistency.

**Key Decisions:**

* Role assignments:
  + Backend: Bohan, Dexiao
  + Frontend: Melissa, Kimi
  + Game: Qiuting
  + Set Up CI/CD: Shinu
* **Frameworks**: React Native for frontend, Express (Node.js) for backend
* **Iteration 1 Deliverables**: functioning pages, backend storing user data, initial game prototype, CI/CD pipeline

**Action Items:**

* Configure auto-delete for merged branches
* Set up CI/CD pipeline and integrate test cases
* Backend: implement user data storage
* Frontend: create and refine necessary pages
* Game: build initial prototype with placeholder graphics
* Add detailed requirements and tasks into Jira

**Meeting 3**

**Date and Time:** 9/13/2025 3:15 - 3:40 PM EST

**Place**: MET 101

**Participants:** Bohan, Junzhe, Melissa, Shinu, Dexiao

**Minutes taker:** Melissa

**Timekeeper:** Melissa

**Purpose:** Preparing for Iteration 0 presentation, explaining Jira, opening the floor for miscellaneous questions/concerns/actions

**Agenda:**

* Give everyone 5 minutes to address anything they need multiple members to act on
* Clarify Jira usage
* Choose who will be doing iteration 0 presentation

**Discussions:**

* Go around the table with any concerns the group needs to address
  + Melissa: explaining the requirements document and ask everyone to read/edit it
  + Dexiao: reminder to do documents for iteration 0
  + Shinu: asking clarification on language, frameworks, and software we are using
  + Bohan: asked clarification on how story points work with Jira
* Describe how Jira works
  + How to create tasks
  + How to assign tasks
  + What should happen if no one chooses an important task
* Talking about iteration 0 presentation
  + Clarified what is needed for the presentation
  + Decided to do 2 person groups with no overlap for first 3 presentations

**Key Decisions:**

* Shinu will work with Junzhe to implement security into the configuration
* Presentations for iterations 0, 1, and 2 will be done with 2 person teams so each person is responsible for a single presentation

**Action Items:**

* Look at requirements document and add changes if necessary - everyone
* Finish documents for iteration 0 - everyone
* Create iteration 0 presentation - Melissa and Shinu

**Meeting 2**

**Date and Time:** 9/13/2025 15:05 - 16:15 PM EST

**Place**: Discord

**Participants:** Bohan, Junzhe, Melissa, Shinu, Dexiao, Qiuting

**Minutes taker:** Qiuting

**Timekeeper:** Qiuting

**Purpose:** Idea brainstorming, project type determination (Study Buddy!), SPPP sections assignment, and GitHub repository creation.

**Agenda:**

* Discussion of our team name
* Reassign role due to the addition of a new team member
* Reevaluation and discussion of the project idea after research
* Decide project direction (game vs. tool)
* Discuss the feasibility of game development within the class timeframe
* Decide on initial frameworks and tools (GitHub, JIRA)
* Assign sections of the SPPP file for iteration 0 to each team member

**Discussions:**

* Project ideas raised:
  + Full-scale video game (Pokémon-like monster fighting & collecting) → concerns about copyright and scope.
  + Fusion generator tool (combine creatures) → feasible but limited originality.
  + Puzzle game → simpler, feasible for semester timeline.
  + Educational game/tool → adds portfolio value, aligns with professor’s expectations.
  + “**Study Buddy**” app → virtual pet encourages studying, pet dies if user skips study; widely liked.
  + Secondhand selling platform → noted but less enthusiasm.
* Feasibility concerns:
  + Building a full video game is too large in scope.
  + Making a simple, scalable version (a few monsters, basic sprites) could be doable.
  + Educational angle or utility may be a stronger fit for course evaluation.
* Tools & setup:
  + Framework: **mobile + web** (Unity, React, etc. needs further discussion).
  + Repo: **GitHub** repository (“study-buddy”).
  + Project tracking: **JIRA** (to break work into small tickets, integrate with GitHub).
  + Iteration 0 deliverables: SPPP, Risk Management, and initial documentation.
* Work division:
  + SPPP has 9 sections; each member will take ownership of 1–2 sections.
  + Risk management: everyone contributes at least 2 risks.

**Key Decisions:**

* Project will be “Study Buddy” app (virtual pet to motivate study).
* Development framework: React (mobile app + web support).
* Repository: GitHub repo “[CS673A2F25Team3](https://github.com/BUMETCS673/CS673A2F25Team3)” created.
* Project tracking: JIRA for tasks, integrated with GitHub.
* Team name: temporary “Team 3”, may refine later.
* Iteration 0: focus on documents (SPPP, risk management) rather than coding.
* Role assignments:
  + Section 1–2: Bohan
  + Section 3: Qiuting
  + Section 4: Melissa
  + Section 5: Shinu
  + Section 6: Kimi/Elijah
  + Section 7-9: Everyone
* New team member role assigned:
  + Qiuting: Design / Implementation Leader & Configuration Leader

**Action Items:**

* Create GitHub repo
* Create a Google Doc for further brainstorming of design ideas - Kimi

**Meeting 1**

**Date and Time:** 9/11/2025 15:15 - 16:30 PM EST

**Place**: MET 101

**Participants:** Bohan, Junzhe, Melissa, Shinu, Dexiao

**Minutes taker:** Bohan

**Timekeeper:**

**Purpose:** Team introductions, role assignment, and project brainstorming.

**Agenda:**

* Introduction
* Assigning roles
* Brainstorming
* Determining the use of tech stack
* Determining our communication plan

**Discussions:**

* Project idea brainstorming
  + Each team member proposed one or two potential project ideas, including:
    - Path Finder related game
    - Rescue application
    - Online project-based learning platform
    - Dress-up game
    - Stock price prediction tool
    - Word processor
    - Pokemon-inspired game
  + The team reviewed each idea and discussed feasibility.
  + Agreed to narrow the options down to three final candidates, then vote to select the team’s project.
* Tech Stack Discussion
  + Each member shared the technologies they are most comfortable with.
  + Discussed possible additional tools and frameworks that may be needed depending on the chosen project
* Communication plan
  + Weekly Meetings: **In-person** every Thursday after class at MET 101.
  + Online Meetings: **Zoom** or **Discord** will be used if additional meetings are required.
  + Messaging & Polling: **Discord** channel will be used for quick updates and scheduling online meetings.
  + Project Management: **Jira** will be used to track tasks, progress, and responsibilities.

**Key Decisions:**

* Project idea: Dress-up game. Our proposed project idea is to develop a Dress-up Game that combines creativity, interactivity, and technology. The game will be designed as an H5 web-based application, with the front end built using React to provide a smooth, responsive, and engaging user experience. The backend will be developed in Java, ensuring reliability, scalability, and efficient handling of game logic and user data. A unique aspect of the game is the integration of AI in the backend, which will be responsible for evaluating and assigning a rating score to each outfit that players create depending on the weather of the location the player is at. The security will be ensured by asking user permission of getting the location data when the user asks for rating. If the permission is denied, lat and long will be asked. The feature not only makes the game more interactive but also introduces an element of objectivity and challenge, as players will receive instant feedback on their styling choices. The combination of modern web technologies with AI-driven evaluation will make the Dress-up Game fun and technically innovative, while also providing our team with hands-on experience in full-stack development and artificial intelligence applications.
* Technology stack:
  + React
  + Java
  + Pytorch
  + JavaScript
  + libGDX

**Action Items:**

* Setup Jira
* Role Assigned:
  + Melissa: Team Leader & Requirement Leader
  + Bohan & Dexiao: Design / Implementation Leader & QA Leader
  + Junzhe: Security Leader
  + Shinu: Configuration Leader

Below is an example from a previous project (You shall delete this part in your meeting minutes)

**Date and Time:** 1/26/12 7 - 8PM

**Place**: Group Phone Call

**Participants:** Dan Spuches, Grace Hopkins, Craig Cato

**Minutes taker:** Dan Spuches

**Time Keeper:** Craig Cato

**Purpose:** Project Kickoff Meeting

**Agenda:**

* Determine group name
* Determine project name
* Provide effort hours so far
* Finalize communication plan
  + Google group vs. Trello
* Find and discuss related works
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
* Brainstorm requirements
* Discuss risks
* Determine an approach/process to use
* Assign roles

**Discussion:**

* Determine group name
  + Is this the same as project name? Yes
* Determine project name
  + Yet another weight tracker - taken
  + Yet another weight program - YAWP
    - Don't want to make YAWP noise when you stand on the scale
  + BodyStats
  + Yet another weight history program
  + Yet another weigh-in program
  + Yet another weight oriented program
* Provide effort hours so far
  + Members will email hours spent so far to Grace
  + Need to decide start/end of week
    - Week starts Saturday, ends Sunday
* Finalize communication plan
  + Google group - email distribution
  + Google code - upload and track all documents (including agenda, minutes, etc)
  + Trello - Discussions/brainstorming/to-do and completed tasks
* Find and discuss related works
  + http://download.cnet.com/Weight-Tracker/3000-2129\_4-10458217.html
  + weightchart.com
    - Web based
  + weightwatchers.com
    - Web based
  + Our project is standalone, not web based, open source (differentiator)
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
  + SVN or GIT?
    - We will use SVN
    - Tortoise SVN for windows
  + What license will we use?
    - Apache 2.0
    - What are the terms?
    - Need to tag all works with the license text from http://www.apache.org/licenses/LICENSE-2.0
* Brainstorm requirements
  + Functional
  + Non-functional
  + Desktop java standalone client
  + Not networked
  + Single user per instance
    - Future - multiple users
  + Need to be able to enter weights
  + Calculate BMI
  + Charting over time
    - Export charts?
    - Daily weight change
    - Monthly weight loss
    - Trending of data
    - Projections
  + Target weight
  + Sounds?
    - Applause for loss
    - YAWP for gain
  + Computerize printed charts
  + Print charts/data
  + Export and save functions
  + Options
    - Configurable units
      * English vs metric
      * LBS vs KG vs Stones?
* Discuss risks
  + New tools - not understanding/knowing how to use tools
  + Schedules - work and home life
  + Keep it simple/limit scope creep
  + Originality - what differentiates us from others?
  + Multiple user functionality - may be too time consuming
  + Limited time for project as a whole
* Project criteria
  + Usefulness - nobody has yet found the best way to do it, there are a lot of other ones out there, none are right yet?
  + Complexity - will be sufficiently complex
  + Originality - it is original because Craig created the concept
* Determine an approach/process to use
  + Waterfall with feedback/iteration
    - Ability to revisit requirements and re-shuffle priorities
    - Need to build in the ability to respond to risks as they arise and difficult requirements
  + Possibly some agile concepts/aspects - prototype and test driven
  + JUnit testing - test driven development
* Assign roles
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Key Decisions**

* Project name is YAWP - yet another weight-tracking program
* Google code
  + https://code.google.com/p/yawp/
  + We will use SVN on Google code
  + Source code license - Apache License 2.0
  + Labels - health, academic, java
* Time tracking
  + Week start on Sunday
  + Week end on Saturday
  + Get time to Grace by noon on Sunday
* Communication Plan
  + Use Google group for email communication
  + Use Trello for task tracking (to-do and complete) and discussions/brainstorming
  + Use Google Code for document and code repository, version control
* Roles assigned:
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Action Items:**

* Review terms of Apache license - Dan, Craig, Grace
* Submit time to Grace by noon Sunday - Dan, Craig, Grace