

Week #8: Client Meeting

Overview

Client meeting held to give the client a summary of work up to date towards the end of sprint # 1.

Attendees	<div>@ Lam Nguyen Khoa @ Danielle Rosenfeld-Lovell @ Benedict Jefferson</div> <div>@ Qingyi ZHOU @ Hai Nguyen</div>
Next team meeting	29/9/2021
Meeting link	https://unimelb.zoom.us/j/85023361192?pwd=dE9sV3dkdEY2ZWNHdER4cUw5K01iUT09
Date and time	13/9/2021 @ 1530hrs AEST

Meeting agenda

Agenda	Notes/Action Items
Show Qingyi the domain model	<ul style="list-style-type: none">Client shown domain model at time of meeting@ Danielle Rosenfeld-Lovell has particularly pointed out the difference between the way we intend to treat a registered user vs a contact that the client will manually submit to the DB but is, themselves, not a registered user with a citrus-contact account<ul style="list-style-type: none">Notably, a contact will not have the ability to send direct messages to a registered user and will not require a username and password; accounts only created for a user on an opt-in basis (i.e. as you'd expect, people should not be forced into accounts for a product without their explicit consent)
Provide summary to the Qingyi of where the project currently is and what we expect to achieve by the end of the next sprint	<ul style="list-style-type: none">@ Lam Nguyen Khoa provided a summary of the work completed to date, particularly noting that most of the backend functionality is complete now<ul style="list-style-type: none">@ Lam Nguyen Khoa has also been able to provide a first demo of the UI for the project which is currently able to display up to 6 of the user's upcoming events from the DB, although design and styling has not yet been attended to and will be refined in subsequent sprintsAt the time of the next client meeting (sprint #2 revision) the team expect to be able to have a fully operational version of the product ready for Qingyi to experiment with, which we can demo for him, also, and prior to the handover of the product, the team will likely use the final sprint to refine and debug the product and to tidy up the UI
Allocate time for any questions/concerns that Qingyi might want to raise	<ul style="list-style-type: none">Qingyi has provided feedback to the team that getting some earlier work done on the frontend can be helpful so that the product developers can demo something to a client earlierNo further questions raised during this meeting
Timing of the next meeting	Next meeting to occur as at 1530hrs AEST