### Minutes of Meeting

*MEETING 1*

**Project Name:** Cyber1 - CodeVersion  
**Client Name:** Parteek Kumar  
**Date:** 09/10/2024  
**Time:** 1:10-1:30pm  
**Location:** B55 - Electrical Mechanical Engineering Building  
**Attendees:**

* Parteek Kumar
* Bryan Frederickson
* Samantha Brewer

#### 1. **Agenda**

* Checking requirements of repository creation, readme file attached, and a good understanding of what the project is about.
* Estimating a timeline and plan for researching the topics enclosed on the abstracts for the Cyber1 - CodeVersion.

#### 2. **Meeting Summary**

* **Introduction:**
  + Brief introduction by the project team and client.
  + Overview of the project goals, scope, and key stakeholders.
* **Client’s Requirements:**
  + Detailed explanation of the client's requirements.
  + Discussion on specific features and functionalities expected by the client.
  + Clarifications on any ambiguities in the project scope.
* **Key Discussion Points:**
  + Possible actions to take early to prepare for project content such as taking a course on genetic algorithms.
  + This project may differ from others in the sense that it is research led and requirements by clients are looser than most.
  + Since requirements are not set in stone, we need to cover possibilities for varieties of solutions.
* **Decisions Made:**
  + Take courses and review documentation of the topics provided such as genetic or non-deterministic algorithms.
  + Do research by reviewing IEEE papers and obtaining any relevant information from clients.
* **Action Items:**
  + Look into documentation for topics surrounding the areas of interest before 09/22/2024.

#### 3. **Project Milestones Discussed**

* Project and description section set to be due 09/22/2024.

#### 4. **Next Steps**

* Schedule the next meeting with the population of user stories on the Kanban Board.
* Be ready to deliver a good understanding and provide a project description section.

#### 5. **Next Meeting**

* **Date:** 09/24/2024
* **Time:** 1:10pm
* **Location:** B55 - Electrical Mechanical Engineering Building

**Meeting Notes Prepared By:** Bryan Frederickson  
**Date:** 09/11/2024

*MEETING 2*

**Project Name:** Cyber1 - CodeVersion  
**Client Name:** Parteek Kumar  
**Date:** 09/24/2024  
**Time:** 1:10-1:30pm  
**Location:** B55 - Electrical Mechanical Engineering Building  
**Attendees:**

* Parteek Kumar
* Bryan Frederickson
* Samantha Brewer

#### 1. **Agenda**

* Check up on user stories that were populated into the Kanban Board.
* Check up to functional and nonfunctional requirements we need to accomplish as members of the group.

#### 2. **Meeting Summary**

* **Introduction:**
  + Brief introduction by the project team and client.
  + Overview of the project goals, scope, and key stakeholders.
* **Client’s Requirements:**
  + Detailed explanation of the client's requirements.
  + Discussion on specific features and functionalities expected by the client.
  + Clarifications on any ambiguities in the project scope.
* **Key Discussion Points:**
  + Not enough user stories, need to populate more even if they are not code deliverables.
  + Research stories that encompass the readings that we are doing and documentation are reviewed to show effort into learning skills.
* **Decisions Made:**
  + Start by making research user stories template that include a source of where we are getting information. Should also be in gherkin syntax.
  + Get a better understanding of client requirements during our next meeting with Tashi.
* **Action Items:**
  + Populate Kanban Board with user stories that are research-oriented before (TBD).

#### 3. **Project Milestones Discussed**

* Project requirements and specification section set to be due 09/30/2024.

#### 4. **Next Steps**

* Schedule the next meeting with the population of research related user stories on the Kanban Board.
* Be ready to deliver the skills that we obtained during our research along with sprint video and report that encompasses our learning.

#### 5. **Next Meeting**

* **Date:** TBD
* **Time:** 1:10pm
* **Location:** B55 - Electrical Mechanical Engineering Building

**Meeting Notes Prepared By:** Bryan Frederickson  
**Date:** 09/11/2024