

Team Meeting 02/13/2024

When: Tuesday, February 13th 4:00 PM

Where: LEEP2

Purpose: First team meeting, setting up basics

Attendance: (Everyone was here)

- Everyone present
- Assigned Cole to keep meeting notes
- Traded emails help communication
- Created a document to share for team meetings
- Created a document for the team to collaborate on Project Management Plan
- Adjourned meeting until more project information was available to fill Project Management Plan
- We planned objectives for the next meeting before commencing the meeting.

Team Meeting 02/20/2024

When: Tuesday, February 20th 4:00 PM

Where: LEEP2

Purpose: Creation of Project Management Plan, Assign Roles,

Attendance: (Everyone was here)

- Creation of team name; The Booleanators
- Working on Project Management Plan
- Produced Project Overview:
- Team Organization: Assigning Roles and Responsibilities
- Zack: Overviewing the software development plan, adding details like scope of project
- Cole: Overviewing the software development plan, adding details like purpose of project
- Talha: Overviewing the software development plan, adding details like definition/abbreviations/acronyms. Created Discord Channel, categorized into separate sub-channels (code, links, documents)
- Thu: Overviewing the software development plan, adding details, roles and responsibilities.
- Chloe: Overviewing the software development plan, adding details, roles and responsibilities.
- We planned objectives for the next meeting before commencing the meeting.

Team Meeting 02/22/2024

When: Thursday, February 22th 4:00 PM

Where: LEEP2

Purpose: Going over the final details, GitHub Repo creation, Finalizing Project Management Plan, GitHub URL submission

Attendance: (Everyone was here)

- Created GitHub Repo
- established a dedicated log page on your GitHub project page
- Transferred log page from google docs to GitHub
- Zack: Overviewing the final details of the software development plan, adding details like scope of project, submitting the GitHub URL to canvas
- Cole: Overviewing the finishing details of the software development plan, checking for errors
- Talha: Overviewing the final details of the software development plan, updating the log file
- Thu: Overviewing the final details of the software development plan, adding details, taking notes.
- Chloe: Overviewing the final software development plan details and proof-reading for errors.