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| **Meeting Number: 1/ Date: 28/01/15, 11:30 – 1.00** | |
| **Members in Attendance**: Owen, James, Alex, Kat | **Apologies**: Luke (due to illness) |
| **Presented Progress**: N/A | **Suggestions for Improvement of Pre-Existing Work:** |
| **Discussed Items**:   * Brainstorming for the format of the project – possibilities suggested included websites, C# forms, reports and audit reports or a security plan. * The group examined the CRG for a greater idea of what was expected. Several points were raised that had not been considered before, including the need to develop a risk matrix, a project plan (possibly in the form of a Gantt chart) and a consideration of the aims/objectives of the study. * Further ideas suggested were:   + A troubleshooting website that promotes preventing and solving cyber security issues. Mixture of scripts and information educating users on less common security problems. Can also include news feeds of recent security cases, possibly borrowing from Twitter.   + An online ‘shop’ with feature comparisons of different security software packages, possible star ratings and tabs for different operating systems. Could include filters with a back end database.   + A C# Winform Interactive diagnostic – the user answers questions on their business and current setup and the program returns possible security risks and a calculation of the threat to the business.   + A virus searcher that checks if the PC has appropriate antivirus software installed.   + A cyber security simulator – a sample Db run on VMware or another platform that can then be used to write a report about possible security issues. A comparison on the security issues involved in different business deployment methods.   + A report on famous and recent hacking cases. * The group then tried to narrow down the possibilities by considering their technical skills. For the time available, difficulty involved and complexity of the various options, a website was generally considered the preferred format. | |
| **Agreed Action**: Meet with supervisor to discuss the feasibility of various ideas, what extent project management tools should be employed for the documentation, and if a total word count needs to be considered. A regular meeting for the group was proposed for Mondays, 11 – 12 between timetabled sessions. | **Next Meeting:** 29/01/15, 2.30PM, venue currently undetermined (with supervisor),  02/02/15, 11am – 12pm UL07 (group only)  **Work to be Prepared for Next Meeting:** N/A |
| **Responsible Party:** All  **Completion Deadline:** 29/01 (before next meeting) | **Task:**   * Think on any more suitable ideas for the project. * Share your current availability schedule with the group to be able to set regular meetings. |
| **Responsible Party: N/A**  **Completion Deadline: N/A** | **Work to be Done: N/A** |