Computer Science Group Project Reserve Plant Species Recording

Minutes Summary   21.10.2014   CIS Room

Weekly Project Meeting

Present:	alm62, cpm6, pjn, jos56, sit10, moz1, gaa11, anh45, rlj10,soj6, awa
Absent:	nig13
Circulation list:	nig13, alm62, cpm6, pjn, jos56, sit10, moz1, gaa11, anh45, rlj10, awa, soj6, cwl
Author:	Christopher Malton (cpm6)
Minutes produced:	22.10.2014
Version:	1.1

Matters Arising:

1. Accept the invite from Jonathon Shire (jos56) for the new GitHub group project.
   ACTION: Everyone   **Not yet Completed**
2. Everyone needs to read SE.QA.02 (Sophie presented this document to the group)
   ACTION: Everyone   **Completed**
3. Project plan to we split in to sections and written by multiple people. The finalised version will be completed by Christopher Malton (cpm6) internal deadline for this document is 24.10.2014. The official hand-in deadline is the 28.10.2014
   a. Introduction to be completed by Christopher Malton (cpm6).   **Not yet Completed**
   b. Overview to be completed by Nicholas Gray (nig11).   **Not yet Completed**
   c. Use case for android to be completed by Andreas Hernandez (ang45).
      Not yet Completed
   d. Use case for web to be completed by Peter Newbold (pjn).   **Not yet Completed**
   e. UI for android to be completed by Mohannad Zeido (moz1).   **Not yet Completed**
   f. UI for web to be completed by Awais Ahmed (awa).   **Not yet Completed**
4. All parts of the project plan document need to be sent to Christopher Malton (cpm6) as soon as they are completed at the very latest the 23.10.2014. Gantt chart and risk assignment to be discussed about in the next meeting.   **Not yet Completed**

New Business:

1. The group will be split in to 2 Java and Web both teams will have leaders frequent little meetings will take place between the Project Leader, Deputy Project Leader, QA Manager and the team leaders.
    a. Andreas Hernandez (anh45) will lead the Java team.
    b. Peter Newbold (pjn) will lead the Web team.
2. Make a trello account and send username to Mohannad Zeido (moz1).
3. Andreas Hernandez (anh45) and Peter Newbold (pjn) need to formulate an idea on how they want to begin coding Java and Web stuff.
4. Follow the guy to update eclipse to the latest version (Luna)

AOB (Any Other Business):

1. Rhydian Jenkins (rlj10) is now in-charge of the Android GUI relieving Mohannad Zeido (moz1).
2. Thursday meeting at 12:10 – 13:00 in the Llambandan building (near the Comp Sci building)

Author: Christopher Malton (cpm6@aber.ac.uk)

Minutes Produced on 22.10.2014

Version	Date	Changes Made	Changed by
1.0	22.10.2014	Original document.	cpm6
1.1	22.01.2015	Corrected errors. Added version table.	cpm6