# Computer Science Group Project Reserve Plant Species Recording

## Minutes Summary 14.10.2014 CIS Room

**Weekly Project Meeting**

**Present:** nig13, alm62, cpm6, pjn, jos56, sit10, moz1, gaa11, anh45, rlj10, awa

**Absent:** soj6

**Circulation list:** nig13, alm62, cpm6, pjn, jos56, sit10, moz1, gaa11, anh45, rlj10, awa, soj6, cwl

**Author:** Christopher Malton (cpm6)

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**Version:** 1.1

### Matters Arising:

1. Create a GitHub account and send to Jonathon Shire (jos56). **Completed**
2. Email Christopher Malton (cpm6) Skype details and create a chat group. **Completed**
3. Have and internal group meeting. **Not yet completed**
4. Everyone needs to create a visible Blog.  
   Missing blogs: Rhydian Jenkins (rlj10), Sophie Joseph (soj6), Georgi Atanasov(gaa11)
5. Everybody has to read the project requirements document. **Completed**
6. Everybody has to read the SC.QA.01 **Completed**
7. Sophie Joseph (soj6) was going to present SE.QA.02 **Not yet completed**
8. Nicholas Grey (nig13) was going to present SE.QA.03 **Completed**
9. Awais Ahmed (awa) Mock-up of the first website screen design. **Completed**
10. Mohannad Zeido (moz1) Mock-up of android app design **Completed**

### New Business:

1. Project plan mainly done by the project leader with the help of others.  
   Nicholas Grey(nig13).
2. Documents that need to be completed for this semester:
   1. Project Plan 28th October
   2. Test specification 11th November
   3. Design specification 2st December
   4. Prototype demos 9th December
3. Roles
   1. Project leader Nicholas Grey(nig13)
   2. Deputy Project Leader Jonathon Shire(jos56)
   3. QA Manager Christopher Malton (cpm6)
   4. Deputy QA Manager Christian Toba (sit10)
   5. Architect Andreas Hernandez (anh45)

### AOB (Any Other Business):

1. Project leader come with an agenda for next week’s meeting
2. Internal meeting on Saturday the 18th at 13:30
   1. Discuss:
      1. Android app
         1. Geo tagging possible second devise that the user might want to get the geo data from.
         2. Date / time
      2. Website
         1. Looks
         2. GUI
         3. Admin pages
      3. Documents on GitHub
      4. First deliverable (Project Plan)

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| Version | Date | Changes Made | Changed by |
| 1.0 | 16.10.2014 | Original document. | cpm6 |
| 1.1 | 22.01.2015 | Corrected errors. Added version table. | cpm6 |