

# Meeting Minutes – Team 18

**Location:** The Rack Cluster, Daysh Building  
**Date:** Friday 23<sup>rd</sup> October 2015  
**Time:** 4pm

## **Attendees:**

Ariela Bawol, Alex Bridges, Andros Zantis, Daniel Coutts, Justyna Cichosz, Toby Dent, Yousaf Hussain.

## **Agenda Items:**

### **1. Apologies for absence:**

Lewis Harvey was absent from the meeting but took part via a phone call.

### **2. Choosing a project specification:**

- Most team members agreed that the first specification is probably the easiest option but we would struggle to find ways of making the app fun and interactive for the users. We decided not to choose the second specification for similar reasons.
- We agreed on the third specification, which is a tutorial app to help the users learn something.
- Yousaf suggested a maths tutorial app for children because it would allow us to implement a lot of interactive elements. Also, all team members would be able to create content for the app since all of us are familiar with the content. However, Justyna pointed out that the School of Computing Science at Newcastle University is our customer so having children as the main audience would most likely not be suitable.
- Another app suggestion was a student lifestyle app that would teach Newcastle University students about managing household duties such as laundry, cooking, etc. The app would also include tips on how to save money, as well as Newcastle specific locations/nearby venues that Students should know about.
- Mini-games were suggested for each section of the app (especially cooking) to ensure that it's interactive and stands out from other "lifestyle" apps available. However, some team members pointed out that it could be very time consuming to create many games and, as a result, we decided that the app should include very view, simple mini-games. For example, clicking and dragging pictures and such as text-based.
- All team members agreed that including achievements as one of app's features would make it even more interactive and fun to

use. For example, users would be awarded points when they tick off a skill they have learnt or completed one of the tasks (such as cooking one of the recipes). These points could be then spent on ways to upgrade their profile, such as new images, backgrounds, etc.

- After Justyna pointed out that the project specification mentions social media integration, the team decided that the app should allow the users to share their achievements on Facebook and Twitter.
- The whole team decided that we should make the application for Android OS phones, but if we have enough time we will try to make an Apple iOS version too. Additionally, Yousaf and Justyna proposed making a website that would extend the app's functionality, and a promotional video that would encourage people to download our app by advertising its features. Again, we will only implement these two things if we have enough time.
- Finally, Toby and Lewis indicated that we might be trying to include too much content in the app by including so many aspects of student life. This is why the whole team agreed to focus just around the idea of eating and drinking for students in Newcastle. Some features that were suggested include:
  - Recipes, from a very basic level to more complex.
  - Interactive games showing how to cook the recipes.
  - Healthy eating tips.
  - Users profiles that can be upgraded by unlocking achievements.
  - One way of unlocking achievements will be by uploading a photo to Facebook/Twitter of what the user has cooked. Some specific tags would automatically be added by the app so that the photos of all users are easy to find on social media.
  - Another way of unlocking achievements will be by completing quests set by us. For example, go and eat this, buy these ingredients from this shop.
  - Listing interesting venues in Newcastle, such as shops where ingredients can be bought, restaurants, takeaways. Our app would NOT have the option to order food from takeaways as we just want to inform the users about the nearest places available.

### **3. Allocating roles:**

- a) Team leader:
  - Alex, Andros, Daniel, Lewis, and Justyna were all interested in becoming the team leader.
  - The whole team decided that it would be a good idea to have a co-team of two team leaders so that they can share the

workload. Eventually, only Alex, Andros and Justyna volunteered to be a team leader so voting took place.

- Each member of the team rated the candidates either 1, 2 or 3 (1 being the highest score and 3 being the lowest). The winners were Alex and Justyna as they had the highest amount of 1s and 2s.
- b) Organisational role:
  - Ariela Bawol became the society's secretary. She is responsible for preparing meeting agendas, taking minutes during meeting and distributing them to the rest of the team, and booking rooms for future meetings.
- c) Other sub-teams and team leaders:
  - The sub-teams will change dynamically, dependent on the task that is going to be the most consuming at any given time. Therefore, we did not split the group into teams yet.

#### **4. Project plan:**

- a) Draw up a basic project plan using the list of team deliverables:
  - The team was unsure of the tasks that will have to be carried out, so we were unable to complete this agenda point.
- b) Complete the Team Contract & Structure Assignment:
  - An extra informal meeting was organised to cover this assignment.

#### **5. Background research for the Requirements Analysis:**

- a) Current systems available that are similar in functionality:
  - Toby is going to research apps about cooking specific to Newcastle.
  - Andros is going to research apps specific to student cooking.
  - Daniel is going to research apps that include mini-games about cooking and eating out.
  - Justyna is going to research apps about eating out in Newcastle.
  - Lewis is going to research apps about eating out places (including takeaways) for students.
  - IMPORTANT – although we are going to focus on Android, we also need to research iOS apps to make sure that we are not copying anyone.

#### **6. Any other business:**

- Future voting:
  - There were a few ideas for who should have the final say in case voting results are equal. For example, the team leaders' votes could count as two; a game of rock, paper and scissors; thumb fights.

- However, Alex suggested that the double vote should be given to a random person before voting begins. This person will be chosen by drawing a name from a bag. The team agreed to this idea.
- Sharing resources:
  - Dropbox, Google Drive, GitLab and Facebook were suggested as a way of sharing resources between team members.
  - Andros set up a GitLab for Team 18 during the meeting, so we agreed on using it as our main way of sharing resources.

**7. Date and place of next meeting:**

- Informal meeting on Tuesday 27<sup>th</sup> October from 11pm to 1pm in Robinson Library to work on Team Contract.
- Formal meeting on Friday 30<sup>th</sup> October from 4pm to 5pm in the Rack.

**Meeting closed at 5:20pm.**