

# Meeting Minutes – Team 18

**Location:** The Rack Computer Cluster  
**Date:** Tuesday 8<sup>th</sup> March 2016  
**Time:** 13:30

## Attendees:

Ariela Bawol, Alex Bridges, Daniel Coutts, Justyna Cichosz, Yousaf Hussain.

## Agenda Items:

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

Toby and Lewis could not attend the meeting because it was rescheduled from 12:30 to 13:30 at the last minute and they had other commitments at this time. Andros did not attend the meeting because he overslept. Yousaf was 10 minutes late.

### **2. Approval of minutes of previous meeting:**

The minutes were approved by all team members.

### **3. Database Progress:**

- Toby was absent from the meeting so we do not know if any progress has been made. He did create an ER diagram but it is incorrect so Alex will need to update it.

### **4. Specification progress:**

- Yousaf updated the research section.
- Daniel is currently working on the implementation bit that Lewis has not done.
- The testing section is currently empty because Justyna was unable to carry out any tests. The test plan needs to be at least partially done (this includes the app and the database), so Daniel and Justyna will try to fill in some of it tomorrow.
- The functional and non-functional requirements as well as the compliance need to be updated. We went through some of them during the meeting:
  - Achievements have been moved to definitely being implemented.
  - The ability to compile a shopping list has been moved to definitely being implemented.
  - The ability to search for recipes using leftover ingredients has been updated as most likely being implemented; however, Toby will need to update the database to ensure that it can be searched using a list of ingredients.

- The ability to create custom recipes has been updated as most likely not being implemented because other features (such as the achievements) are our priority.
- The Gantt Chart still needs to be updated.
- We need screenshots of the app for the walkthroughs. Daniel will try to send the screenshots to Ariela tomorrow so that she can write them.
- The final deadline for the finished specification is Thursday evening so that Ariela can proofread it before submission.

**5. Any other business:**

- Ariela brought two new versions of the Trade Fair poster. Alex and Justyna will take them to the team leader meeting to ask John for feedback.

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

- Thursday 10<sup>th</sup> of March at 13:00 in the Rack.
- Friday 11<sup>th</sup> of March at 14:30 in the Rack.

**Meeting closed at 14:10.**