

# Meeting Minutes – Team 18

**Location:** The Rack Computer Cluster  
**Date:** Friday 30<sup>th</sup> October  
**Time:** 16:00

## **Attendees:**

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

## **Agenda Items:**

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

N/A.

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

The minutes were approved by all team members.

### **3. Team Contract:**

- Final changes to the terms and conditions, and formatting of the contract were made.
- Each team member read the team contract and agreed to its terms.
- The team contract and the contribution matrix were submitted to NESS by Alex.

### **4. Draft project plan:**

- a) At the beginning of the meeting Jennifer mentioned that the project plan is due on Friday 6<sup>th</sup> November and gave us a few suggestions:
  - It must include our internal deadlines / milestones.
  - It could be presented as a Gantt Chart in Microsoft Project or Excel.
  - Design stage should come before implementation stage; testing stage should come after implementation stage; documentation and evaluation stage should come last.
  - Semester 1 needs to be very detailed whereas Semester 2 can be more vague.
  - No deadlines should be set during the Christmas period as we will need time for revision and exams.

- b) Phase one of the development stage will officially start on Monday 2<sup>nd</sup> November. It will consist of the core features of our app:
- Recipes because the cookbook aimed at students is the main feature of our application. We need at least 20 recipes, ranging from basic level to more advanced.
  - Glossary of useful words that link to cooking but some users may not be familiar with, such as “wok”.
  - A guide consisting of cooking essentials such as hygiene, why checking best before dates is important, how to defrost different types of food, how to easily and safely chop ingredients, etc.
  - A basic GUI that will most likely improve throughout the development phase in Semester 2. There were a few suggestions about how detailed the GUI should be implemented for phase one:
    - Alex suggested designing the GUI using only Photoshop and not focusing on it too much in code.
    - Toby suggested that coding the GUI will not be a very complicated process, and will make us aware of how complicated design Android Studio will allow us to implement.
    - Eventually, the team came to an agreement that for this phase we are aiming for a GUI shell with limited functionality that will use Google’s Material Design. This is so that we can demonstrate the prototype during Dragon’s Den.
  - Phase 1 needs to be done by the end of Semester 1, which is the 18<sup>th</sup> of December. However, most of the work needs to be finished by the Dragon’s Den presentation (1<sup>st</sup> of December) so that we can demonstrate the app in enough detail.
  - Summary of Phase 1 features needed:
    - Database of recipes
    - Each recipe needs to include:
      1. A scalable picture as a cover photo
      2. Name
      3. List of ingredients
      4. Equipment required to prepare it
      5. Step by step instructions that sound informal because they are aimed at students
      6. Nutritional information.
    - The essentials guide needs to include:
      1. Links
      2. Basic step by step instructions
      3. Hints and tips
      4. Pictures
      5. Videos.

- General things:
  1. Links between the recipes and the essentials guide / glossary
  2. Recipe tags and filtering
  3. Shopping lists compiler
  4. Timer
  5. General back button
  6. Normal view
  7. A clearer, step by step view that will isolate each of the steps so that the user can swipe between each one.
- c) Phase 2 development will begin at the start of Semester 2 on the 11<sup>th</sup> January. Features that need to be implemented include:
  - Eating out guide that will include the locations of local restaurants and takeaways.
  - Suggestions on where to buy ingredients.
  - Final GUI that should not change in later phases.
- d) Phase 3 will consist of:
  - Integrating our app with Google Maps and social media.
- e) Phase 4 will consist of implementing:
  - Mini games and the progression system / achievements.
- f) Important dates:
  - The whole system is due on Friday 22<sup>nd</sup> April, which is exactly 25 weeks from this meeting.
  - The phase 1 of development will officially start on Monday 2<sup>nd</sup> November, which gives us 24 weeks and 4 days.
  - However, in Stage 1 there are going to be 3 weeks of Christmas holidays and in Stage 2 there are going to be 4 weeks of Easter holidays. Additionally, we will need time for revision.
  - Therefore, the whole team agreed that we will have 15 weeks of official University time to finish the whole system.

## **5. Any other business:**

- a) Research:
  - Toby found out that there are no cooking apps specific to Newcastle. Many of the general apps dedicated to cooking have a calorie count / nutritional information. One app had too many social media pop-ups which were very annoying; therefore, we need to ensure that our app does not bother the user with pop-ups and instead gives them the option to share something only if they wish to do so.
  - Lewis found out the the colour red is associated with hunger, which is something we should take into consideration when deciding upon the final design and colour scheme. Also, there are many apps which allow the user to book tables at restaurants.

b) More suggestions for possible features:

- Using his research, Toby suggested that our app should include a calorie count for each of the recipes. It could also be useful to include calories as one of the filtering options, for example, to find recipes that are under a certain amount of calories.
- Yousaf suggested a filter for the recipes which simply lists all of the tags as check boxes and allows the user to choose the ones they would like to use. He also suggested animations, a list of essential equipment needed to complete each of the recipes, and splitting each of the recipes into starters, mains and desserts. Toby expanded on the last suggestion by saying that we could allow the user to build their own menu by choosing one of each categories.
- Using his research, Lewis suggested that our app's eating out guide should at least include the contact information of each of the restaurants to make it easier for the users to book tables. However, if we have enough time, we should try to implement a table booking system for a made-up a restaurant.
- Toby also suggested including a timer in the step by step instructions for each of the recipes.
- Including alternatives for some of the ingredients, such as swapping the chicken for beef.

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

- Informal meeting on Tuesday 3<sup>rd</sup> November from 13:00 to 15:00 (location tbc) to finalise the draft project plan and look at Android Studio.
- Formal meeting on Friday 6<sup>th</sup> November from 16:00 to 17:00 in the Rack Computer Cluster.

**Meeting closed at 17:40.**