**Project:** Group Project 05 **Meeting**: Third formal Meeting – Weekly Project Meeting **Persons present:** All present except for daf5 **Circulation list:** All project members, plus project manager  
**Author:** Jonathan Englund  
**Date of Minutes:** 23rd October 2015  
**Version:** 1.0

**Matters arising**

* Blogs – can people please ensure that they are set up and have content stored on them
* Time sheets
* Review branch – importance of pushing to that and not *master*

**New business**

* Java and PHP – asynchronous / DB timing
* Design documents need to be completed on Monday; reviewed on Tuesday
  + ole4 responsible for merging document
* Use-Case Diagrams must relate to requirements
* How will we merge branches / git related
* Review on Tuesday 27th October – to be formally announced
* Tasks must be sent to ole4 or put on git by Monday for formal review

**AOB**

* Any issues with Git/GitHub – contact ole4 or daf5