CPT110 Assignment 3: Group Meeting #2

Tuesday 04/05/2021

Meeting ran 9.30pm – 10.50pm AEST.

Attendees:

Sean Atherton

Joshua Chuang

Jack Holliday

Liam O’Loughlin

Stephanie Newland

Mia Vasiliadis

Meeting notes:

* Meeting changed from 9.30pm May 3rd, to 9.30pm May 4th.
* Quick recap of the meeting/agenda from last week.
* Due date for **both** A3 and A5 is **28th May** at **11.59pm AEST** after

changes caused by the extension on A2.

* Reviewed agenda document
* **A5**
* Due date: **28th May** at **11.59pm AEST**
* Draft for A5 due Sunday of Week 10; 9th May 11.59pm AEST.
  + - * Draft and storyboard to be submitted.
    - Submit both pieces to A5 submission page (clearly labelled as drafts) as this is where our final A5 submission will also be entered.
    - Potential idea for A5 presentation:
      * Video format required.
      * Not all group members required to be on video.
      * TedX style interview/investment fund/product pitch.
      * Recorded, potentially onsite at RMIT, by Liam/Sean/Josh.
      * Sean may be able to edit in Adobe Premier if required.
    - Storyboard
      * Jack to create storyboard.
      * Basic overview of how we expect our presentation to run.
    - Fit project idea into pitch (basic indication of an idea; not sure if this is what we are keeping):
      * Intro
      * Comparison to other applications
      * Solutions
      * Conclusion
* **7.2.1**
  + - All in agreement to skip for the meantime as we missed the original week it was due, but also want to get ahead with A3 and A5 before dedicating too much time to other exercises.
* **A3**
* Due date: **28th May** at **11.59pm AEST**
* Discussed and decided to use same website for A3.
  + Addition page to be added for A3 section to keep tidy.
* Discussion around tangible artifacts we will attempt to complete for A3.
  + Make use of a prototyping tool (like Figma) to create UX/UI interface mock-ups/demos.
* Roles:
  + Unsure of how to dedicate Roles at this point in time.
  + To be revisited.
  + Rubric specifies these can be changed each week based on what’s needed.
* **GitHub**
* Discussion of how we will improve our GitHub usage compared to A2.
  + - * Want to start uploading our progress as we complete each section.
      * Drafts to still be uploaded to Teams until section is completed, then we can push to GitHub to have the audit trail reflect our usage more accurately.
* **Final round-up:**
* Due date: Sunday of week 13(?): **28th May** at **11.59pm AEST**.
* Draft for A5 due: Sunday of week 10: **9th May** at **11.59pm AEST**.
* To be done before Sunday’s meeting:
  + - * Team Profile: add to Teams and complete career plan if not already uploaded.
      * Everyone to read over rubrics again before next meeting.
      * Have questions/discussion points ready to be answered.
      * Add any additional tasks if you think of them to the next meeting agenda.
* Next meeting:
* Next meeting date: **Thursday 6/5/21 at 9.30pm AEST.**

Tasks completed:

* Next meeting scheduled.
* New agenda documentation created.
* Brief discussion of A5 and draft due date.
* A3 delved into a little further, some sections allocated.

Tasks to be completed:

* Complete and add Career Plans to A3 Team document. (all – if not

already completed).

* Review rubrics for both A3 and A5 to ensure assignments are

understood and we can query points as required in next meeting.

* Agenda for the next meeting to be added to (by anyone) as items

come up during the week.

* Individual tasks as listed below.
  + A5 Storyboard (Jack)
  + A5 Script (Liam)
  + Team Profile/Career Plans (all)
  + A3 Timeframe (Mia)
    - Table
  + Website (Mia)
    - Additional page for A3
  + A3 Tools/Tech (Steph)