CPT110 Assignment 3: Group Meeting #5

Tuesday 11/05/2021

Meeting ran 9.30pm – 10.10pm AEST.

Attendees:

Sean Atherton

Joshua Chuang

Jack Holliday

Liam O’Loughlin

Stephanie Newland

Absent:

Mia Vasiliadis

Meeting notes:

* 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.

* Tried to contact Josh via Discord.

(Online; Arma 3. Online within 5 minutes)

* **Group expectation** 
  + - Spoke to Josh about attendance and overall effort and that a email had been sent to our tutors in regard to this matter.
    - Made aware that he had in fact missed two meetings 06.05.2021 and 09.05.2021.
    - No progress made since we last had contact on the 04/05/2021, at least one meeting of which he was recorded to be aware of – 9.5.2021 for submission of the draft A5.
* **A5**
* Due date: **28th May** at **11.59pm AEST**
* Draft due date: **9th May** at **11.59pm AEST**
  + - * Submitted on time on 9/5/2021.
* **A3**
* Due date: **28th May** at **11.59pm AEST**
* Ran through what we had assigned with Josh.
* **Aims:**
  + Josh
* **Plans and Progress:**
  + Need to include decisions made, changes to project plan.
    - Liam looked into the areas of how it began, how has progressed however, this area will be a bit easier if Josh completes it as it is his project idea.
  + Goals also in this section.
  + Progress ideas: location services and video chat features.
  + Is quite lengthy; Steph can help type if Josh can dot point main ideas out.
* **Roles** 
  + Jack (completed/uploaded)
* **Scopes/Limits** 
  + Jack
  + Parts will cross over with Tools/Tech – to coordinate with Steph.
* **Testing:**
  + Sean (completed/uploaded)
* **Timeframe:**
  + Mia – table (completed/uploaded)
* **Risks:**
  + Sean and (Liam/Mia?) to complete.
  + Will work on together once current sections completed.
* **Group Process and Communications:**
  + Mia.
* **Tools and Technology:**
  + Steph.
* **Team Profile:**
  + Team profiles completed.
  + Career plans added to document.
  + Group processes to be filled out.
  + Career plans need to be compared/contrasted.
* Each individual sections clarified again and to be completed hopefully by the next meeting/within the next week.
* **Remaining sections to be completed once above finalised:**
  + - Completion of topic (2+ paragraphs)/motivation (1+ paragraph) /landscape (1+ paragraph) in Overview.
    - Comparison of career plans and group processes in Team Profile.
    - Development of Timeframe table.
    - Skills and Jobs
    - Group Reflection – single and group!
* **A5**
  + - Tangible ideas?
      * Dark/Light mode? If not too hard to develop?
        + Shows development of idea, thoughts into wants of target audience.
        + Shown through UI prototypes?
* **A2 submission results feedback**
  + - Need to expand upon how we plan on marketing our project.
      * How we plan on getting into the market, but also into the hands of the consumer.
    - Marketing ideas:
      * Advertising:
        + Reddit
        + Social media
      * Paid advertising on app or other platforms?
      * How are we differentiating ourselves from other similar apps?
    - Report should be formatted.
      * Considering feedback, should build and use a template for consistency.
    - GitHub:
      * Use earlier in our assignments.
      * Added extra files into the repository – A3/A5/Meeting Notes
      * GitHub access to Jack’s forked repository for all in attendance so we can all push to the repository.
* **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**.
  + - * SUBMITTED
    - Final for A5 due: Sunday of week 13(?): **28th May** at **11.59pm AEST.**
* To be done before Thursday’s meeting:
  + - * Have questions/discussion points ready to be answered.
      * Add any additional tasks if you think of them to the next meeting agenda.
      * Continue working on our assigned sections as below.
* Next meeting:
* Next meeting date: **Thursday 13/5/21 at 9.30pm AEST.**

Tasks completed:

* Next meeting scheduled.
* New agenda documentation created.
* A3 sections clarified and continued work on.
* A3 Testing uploaded (Sean)
* A3 Risks started and uploaded (Sean)

Tasks to be completed:

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

come up during the week.

* Individual tasks as listed below.
  + Website (Mia)
    - Additional page for A3
  + A3 Tools/Tech (Steph)
  + A3 Aims (Josh)
  + A3 Group Processes and Communications (Mia)
  + A3 Plans and Progress (Josh)
  + A3 Scope/Limits (Jack)
  + A3 Risks (Mia/Liam? help from Sean once Testing is completed)
  + Completion of topic (2+ paragraphs)/motivation (1+ paragraph) /landscape (1+ paragraph) in Overview.
  + Comparison of career plans and group processes in Team Profile.
  + Development of Timeframe table.
  + Skills and Jobs
  + Group Reflection – single (200 words each) and group (400 words total)!