WEEK 1 MEETING MINUTES

Location: MS-Teams

Date: 09/09/2020

Time: 16:00

Participants: Group E and Mr. Thaqi
Meeting   All the participants
called by:

Minutes

- The document has to be original.
- It is important to say, 'who did what' and be very descriptive (Process Report).
- Start working on the second part.
    - Do not overload with features.
    - Do the research.
    - Refine the features
    - The GUI does not have to be fancy
    - We need a solid back-end code.
    - Keep it simple.
- High expectations but also keep the project fun.
- Keep a nice and clean repository.
- Guidance with less interference form the mentor.
- MoSCoW-Method. Have a clear goal and narrow it down.
- Remove the comments from the project plan.
- Tutor would set the deadlines for the deliverables.
- Communications with the tutor and client yet to be decided.
- We can share the group's drive with the teacher instead of sending emails.
- Final date of the project is 14th of January.
- The agreed date of the following meetings will be on Wednesday starting at 16:00 to 16:30 through Microsoft Teams.