Project: Group Project 09

Meeting: Group Meeting Week 3 ()

Place and date of meeting: 14/02/2020 10:00 IBERS 0.31

**Persons present:** tak16, kab71, mai17, dkc2, soj11, kmn2, mab152

Apologies: izk

**Circulation:** Aforementioned individuals

Author : Taavi Karvanen

Data of minutes : 14th Febuary

Version: 1.0

**Matters arising :**

1. Spike work by teams.

**Result:** Some spike work done on UI, some spike work done by design team.

1. Further refinement by teams.

**Result:** Some refinement by testing, design and UI teams.

1. Separate meeting from tutorial.

**Result:** Conducted on Wednesday 12/02/2020 at 1PM.

**New business:**

1. **QA4 (UI)** – Formal review coming up next week for UI design spec document.

**Action**: Work on it – tak16, mab152

1. **Leadership** – mab152 chosen as Team Leader; tak16 chosen as deputy team leader; soj11 chosen as QA manager; kab71 chosen as deputy QA manager.

**Action:** None.

1. **Git** – Make sure all team members know how to use Git, how to work through conflicts, merging and more.

**Action**:Be of support if in need – mab152, dkc2

1. **QA5 (Design)** – Ongoing discussions as to how the words are stored and sorted. Chosen to have one singular Word object for both language variants. Need to keep in mind words with several meanings (Homonyms/Homographs). Favourites and revision list are probably not different, need to re-check documents.

**Action:** Think of concerning matters and discuss in next unofficial meeting – everyone.

1. **QA6 (Testing)** – Testing roadblocks as UI is incomplete as of now, so ambiguities and uncertainty in the air.

**Action:** Establish UI for next week in relation to point 1 in New Business.

**Planned matters**:

1. No specific planned action different to actions listed in New Business.

**Action:** Work – everyone.

**AOB (any other business):**

None.

Tak16 – 14/02/2020