Weekly Meeting Summary

During week 1 and week 2 of the project the team held 2 formal meetings, one with the client and one meeting to establish protocol and strategy going forward.

In the initial client meeting Connell was unable attend due to work commitments and Sean took on the role of Product Owner, facilitating the first interactions with the client. Mert temporarily took on the role as scrum master, which was designated for Connell going forward. Bryan and Mert would take on the roles of the development team.

The client was looking for a stock market version of a forex game that he had discovered. The game could potentially be of an educational nature but the client was more focused on the monetization of the game. Customer was looking at the game being web based with social media integration being possible. Customer expressed an interest in being able to use different stock markets to keep the game interesting.

In the second formal meeting roles were re-assigned with Connell taking on the role of product owner and Sean becoming the scrum master. Mert and Bryan retained their current roles in the development team.

This meeting was focused on getting the team organised and setting up shared working spaces on Google Drive, Github and setting up a Discord channel for ease of communication. The team also shared useful resources so that all members would have a working understanding of all tools that had been agreed upon.

The team also undertook research of similar applications in order to develop an understanding of the good features and the features that required some work, in order to maximise the enjoyability of the final product.

During the first two weeks the team met informally numerous times to work on small tasks and for organisational processes. Going forward this activity will be reviewed in formal meetings as agenda items and reported on within the minutes of said meetings.

See below for full minutes of formal meetings.

Friday, March 10th 2017
Minutes (Week 2, 2.07 pm – 3.03pm)

Attendees: Sean Mallard, Mert Atakan, Bryan Soo.
Absentees: Connell McFadden – On a road trip.

-Start of minutes-

1) Introduction of two members Luke and Bryan to add into the group, can only choose one.
2) Added Bryan into the group.
3) Revisited agile framework theory:
    a) Breakdown tasks into manageable chunks or sprints.
    b) Decided on using Trello as our sprint backlogger.
    c) Decided on using GitHub as our code repository.
    d) Decided on Google Documents to upload documents.
    e) Decided on using Microsoft Project 2016 to plan on the estimated time, workload and other resources.
4) Designated roles to the members:
    a) Designated Sean as the product owner.
    b) Designated Connell McFadden as the Scrum Master.
    c) Designated Mert as the temporary Scrum Master for this meeting.
    d) Designated the whole group as coders, workload to be diverted slightly more to Mert and Bryan.
    e) Designated Bryan to do the documentation such as meeting minutes, project planner, etc.
5) Come up with a list of questions to ask the customer to obtain more information about the product.
6) Designated a time (weekends?) when the team researches the nature of the product and to decide on the framework and platform.
7) Met with the customer and interviewed him:
    a) Customer pointed out a ForEx game and wanted something similar, so he came up with a stock market game.
    b) The game could potentially be used in an educational prospect such as teaching budding investors about the market.
    c) Customer is interested in monetizing the game.
    d) Customer plans for the platform to be a website. (point out the differences between web based or mobile based platform to decide which is better overall, or maybe both?)
    e) Social media integration would be useful.
    f) Customer has interests in using different stock markets for game variation.
    g) Customer set no restrictions in the list of companies to include in the stock market game.

-End of minutes-

Wednesday, March 14th 2017
Minutes (Week 3, 10.15 pm – 11.20pm) (Web-Based audio chat)

Attendees: Sean Mallard, Mert Atakan, Bryan Soo, Connell McFadden.
Absentees: None

-Start of minutes-

1) Set up Google Drive and uploaded the first minute, and assigned file permissions.
2) Bring Connell up to speed from the last session using the first minute and the other things that were brought up in the first session.
3) Set up the deliverables and get started on the product backlogs.

4) Made clarifications on our roles:
    a) Everyone has a say on the development plan and the direction it should take.
    b) Know everyone's circumstances to arrange the timetable for development.
    c) Communicate any immediate changes where applicable.
5) Designated a development plan for the next week:
    a) Determine the scope of the specifications.
    b) Finish building the website prototype to get the visual aspect of the solution.
    c) Look through online database tools for the game.
    d) Have a flowchart based on the product backlog.
6) Researched relative information based on the specifications provided:
    a) Looked up on existing applications (wallstreeturvivor.com)
    b) Looked up the mechanics of the game to know how it should work.
    c) Take note of the user interface designs of similar browser games.
    d) Determine how the game is implemented.
7) Designated inVision as the web prototype, and Sketch as the web design tool to help visualize the website.
8) Utilized GitHub walkthroughs to help the team familiarize themselves with GitHub.
9) Start planning on daily (regular) meetings for when development begins
10) Suggestions were made on the visual aspects of the web prototype.

-End of minutes-