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| **Meeting/Project Name:** | R&D - Real-Time Scoreboard |  |  |
| **Date of Meeting:** (DD/MM/YYYY) | 19/09/2017 | **Time:** | 12:00 to 2pm |
| **Meeting Facilitator:** |  | **Location:** | AUT University |

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| **Attendees** | **Present** | **Not present (reason)** |
| Vinicius Alves | Yes |  |
| Hayley Cleverdon | no | working |
| Karanjit Gahunia | Yes |  |
| Seung-Kyu Jin | no |  |
| Alex Lu | Yes |  |

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| **Deadlines** |  | |
| **Action Item** | **Assigned To** | **Completed** |
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| **Meeting Objective** |  |

Discuss and review all domains

Identify any missing feature

Agree on prototypes

Understand next step ( create user stories)

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| **Meeting Agenda** |  |  |
| **Action Item** | **Assigned To** | **Due Date** |

 Modify identified areas of each domain

Verify all features against diagrams

Produce description of each domain if not existent

Apply changes discussed for each domain

Create user stories

Produce feature lists on next meeting

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\*Assigned to each domain group accordingly. Due on Friday. Thursday we should meet again

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| **Details\Points Made\Summary** |

From Karanjit:

“ Had a meeting with Alex and Vini today to discuss progress on the domains.

We went through each domain and discussed the diagrams, prototypes, and features related to them.

Here are a few notes I made during the meeting:

- At the moment, markers aren't assigned the teams that they will be marking in the system. This is something that could be implemented but it would increase the workload for the admin. Also, since the judge mentioned that it isn't clear what markers will be attending the event, it is best to keep the system as flexible as possible.

- Security needs to be mentioned for the admin, marker, and login domains. Perhaps research HTTPS.

- The login domain has been designed to act as the landing page. This should be documented.

- We should have separate word docs and paper prototypes for each domain. Once everything is in place, we can combine each domain version into an overall version.

- The database we have currently includes tables that we don't plan to use during our implementation. Vini will make another version of the database model which will only include the tables and data that we plan to use.

- In the User table, the userID refers to the string used to login whereas the userName refers to the name of the user. For example, my userID could be kg123 but my userName would be Karanjit. The field names should be changed for clarity.

- An assigned boolean value will be needed in the database for each team to ensure that there aren't multiple markers marking that team.

- An active boolean value will be needed in the Competition table to show what competition is currently ongoing.

- A timeStarted value will be needed in the Competition table to show when the competition started. This will be used to calculate the time remaining for the spectators.

The next step is for everyone to finish designing the domains, identify the features for each domain, and create user stories for each feature. We discussed writing acceptance tests but personally I think that isn't important right now. The due date for all of this stuff according to **Hayley's schedule is Friday. All three of us agreed that a meeting on Thursday is a good idea.”**