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| **Meeting/Project Name:** | R&D - Real-Time Scoreboard |  |  |
| **Date of Meeting:** (DD/MM/YYYY) | 16/03/2017 | **Time:** | 11Am to 12PM |
| **Meeting Facilitator:** | Dr.Stephen | **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 | yes |  |
| Alex Lu | yes |  |

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| **Meeting Objective** | **Completed** | **To be continue. New due date:** | **Responsible:** |
| * 1. Meet Dr.Stephen | yes |  |  |
| * 1. Get information about our project and Client | yes |  |  |
| * 1. Schedule Client meeting | yes |  |  |
| * 1. Show and ask advise about our current proposal | yes |  |  |

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| **Meeting Agenda** |  |  |
| **Action Item** | **Assigned To** | **Due Date** |
| * 1. Prepare questions to our client | group | 16-03 |
| * 1. Meet our client | group | 16-03 |

Summary:

We met up as a team to prepare ourselves for our supervisor meeting with Stephen Thorpe. Hayley wasn't able to attend due to work commitments. This team meeting lasted for approximately an hour. During this time, we discussed our progress with the proposal at the time and came up with questions that we had for Stephen.

In the supervisor meeting, Stephen showed us what a MATHEX competition was like, how it generally works, and what steps we should be taking in order to prepare ourselves for the proposal as well as the client meeting that was scheduled for later in the day. He also showed us existing scoring systems such as DomJudge. This meeting lasted approximately an hour.

Some of the key points derived from this meeting include:

- Open source judging tools are available that could be looked into (e.g. DomJudge).

- The server/database required will need to be able to deal with rapid entries.

- Meeting a judge might be useful to understand their needs.

- Servers are available at AUT if needed for the application. Must be applied for.

After the supervisor meeting, we started preparation for the client meeting. In particular, questions that we had regarding the projects requirements and it's implementation. This meeting also lasted an hour.