Agenda

* [IH] Page by page, feature by feature test of website
* [MM] & [AP] Ensure that hardware is reliable
* [ALL] Successfully present to mock client

Minutes

[IH] tested the website before client’s arrival to guarantee the full requested feature set.

[IH] briefed all members on their role within the meeting based on expertise to make the best impression. [MS] discussed the need for full disclosure with each other on which features are more temperamental than others.

[AP] and [MM] guaranteed hardware success by testing it multiple times in view of the other group members.

Likewise [RS], [AD] & [WB] were all happy to admit that the website was working as expected. [IH]’s final sweep for spelling errors detected nothing and the group discussed points to bring up.

[AD]’s mentioned that the visual use of information was a great selling point, [MS] enforced this by stating that the use of databases and information set us apart. [WB] and [RS] were glad to say that the both the login pages and the network setup between the website and the database was working at optimum efficiency with no more usage spikes or lag.

Clients response from the meeting was favourable and criticism for only having one valve to demo was met kindly by [AP] and [MM] although they stated this was a solid limit. The cost and time to develop multiple other valves was exponential. [IH] agreed and [MS] updated the scope to reflect this.

Goals For Next Meeting

* [ALL] Beta test by asking close friends and family to test the web interface.
* [MS] and [IH] to complete presentation preparation.
* [MM] and [AP] to soldier weak connection back onto hardware.