Meeting Minutes 20/03/2023

Present: Joe Black, John Johnston, Duncan Hastie, Daniel Beardmore, Rory Mackintosh, Jonathan Cloke

Communication – we are entering the final weeks of the project development. We should keep a record of all conversations and upload to teams where possible.

Client meeting – The main takeaway from our meeting with Ron last week was that he was mainly focused on the process and not so much the finished deliverable – he was keen to hear about the teamwork process, what skills we had learned so far, and if we were enjoying the project. This does relieve some pressure for the final stages of the progress, but we agreed that delivering a high-quality final application was still important.

Presentation – Ron expressed interest in having the group present at a local school alongside some members of the men’s shed. Iain mentioned that some ethical measures would need to be considered as the university has a duty of care if anyone under 18 years is involved. In theory there will be no real obstacles, but some formal arrangements will need to be made.

Ron also stressed the importance of selling our project well when it came to presentation – focus on the positives, what we have achieved, and be proud of our project, and that it was all about convincing our audience of our success.

Contributions - John thanked the group for their contributions towards the reports, and overall progress with the project. Client feedback has been overwhelmingly positive, with minimal criticisms. He noted that he was satisfied with the work of everyone involved.

Functionality – Registration page should be made separate to the login page to streamline the user database. John suggested Illustrator to help format the images.