Team Software Project – 7- Meeting Report:

3rd March 2021

Project: **Invoice XR**

Attendance:

Present: Jue Wang, Arshath Mohammed Shahul Hameed, Ran Huang, Xuanije Chen, Yihang Yang, Monika Wiczewa,
Apologies: None.

Content:

1. Each team member listed their **strengths**.

   Jue Wang: Good at logic and backend development. Created a document with the prototype of the app and the team members spend their time on the meeting by discussing the prototype and doing corrections/adding useful comments/editing the document.

   Monika Wiczewa: Good at managing (team leader) ,recording our meetings, producing reports, good at the communication between the client and the teammates, the documentation, Flow-chart of the prototype.

   Xuanjie Chen: Good at backend development.

   Arshath Mohammed Shahul Hameed: Highly experienced in backend development (3.5 years of working experience).

   Yihang Yang: Good at frontend development.

   Ran Huang: Good at frontend development.

2. We **divided the labor** based on our individual strengths:

Backend developers:

   Jue Wang: Is able to setup backend frame. Specifies in the back-end encoding specification.

   Xuanjie Chen: Is able and well-skilled to work on backend.

   Arshath Mohammed Shahul Hameed: Is able and well-skilled to work on backend. With Angular so we can create Single Page Application.

Frontend developers:

   Yihang Yang: Is able and well-skilled to work on frontend (Vue.js).

   Ran Huang: Is able and well-skilled to work on frontend (Vue.js).

Team-leader:

Monika Wiczewa: Team leader, responsible for recording our meetings, producing reports, good at the communication between the client and the teammates, documentation, Flow-chart of the prototype (representative drawing of the prototype for the client).

4. Discussed **Invoice XR** project requirements and came up with the questions for a client.

5. Discussed the framework we are going to use for the application. Juan wrote DB table, java file name and code standard. Arshath set up the initial framework.

6. Set up the initial instructions for the prototype. We listed features and the basic design (at this stage in writing). This was our **main goal** and **the next step** to achieve during the current meeting.

Next action: Specify the prototype for realisation and discuss representative drawing of the prototype for the client, send the drawing to the client and await comments.

Next Meeting Time: 11th March 2021.