

SEPT: Major Assignment Part A

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 1 Week 2 Meeting 1

Meeting:	No.1 Week 2 Tute
Date:	07/03/2017
Venue:	RMIT Building 56.07.095
Attendees:	Ann Mary George, Jamie Cagorski, Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
Copy To:	-

Meeting:	No.2 Week 3 Tute
Date:	14/03/2017
Venue:	RMIT Building 56.07.095
Attendees:	Jamie Cagorski, Siong Seng(Tommy) Chua
Apologies:	-
Copy To:	-

Meeting:	No.3 Communication via Slack
Date:	19/03/2017
Venue:	Online via Slack
Attendees:	Jamie Cagorski, Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
Copy To:	-

Meeting:	No.4 Week 4 Tute
Date:	21/03/2017
Venue:	RMIT Building 56.07.095
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting:	No.5 Group Meeting
Date:	27/03/2017
Venue:	RMIT Building 8 Level 7 Kitchen
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson, Jamie Cagorski
Apologies:	-
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Meeting:	No.6 Online Meeting
Date:	28/03/2017
Venue:	Online Via Slack
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson, Jamie Cagorski
Apologies:	-
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Meeting:	No.7 Week 5 Tute
Date:	28/03/2017
Venue:	RMIT Building 8 Level 7 Kitchen
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson, Jamie Cagorski
Apologies:	-
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Meeting:	No.8 Online Meeting
Date:	03/04/2017
Venue:	Skype, Slack
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting:	No.9 Week 6 Tute
Date:	04/04/2017
Venue:	RMIT Building 56.07.095
Attendees:	Siong Seng(Tommy) Chua
Apologies:	-
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Meeting:	No.10 Online Meeting
Date:	29/04/2017
Venue:	Slack
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting:	No.11 Week 9 Tute
Date:	2/05/2017
Venue:	RMIT Building 56.07.095
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting:	No.12 Week 10 Tute
Date:	9/05/2017
Venue:	RMIT Building 56.07.095
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting:	No.13 Online Meeting
Date:	13/05/2017
Venue:	Slack
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting:	No.14 Week 11 Tute
Date:	16/05/2017
Venue:	RMIT Building 56.07.095
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting:	No.15 Online Meeting
Date:	20/05/2017
Venue:	Slack
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
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Meeting No.	Date	Discussion	Action/Person
1	07/03	Formation of Group, Discussion of starting of assignment, Discussed with Tutor Mohammad, decided on using web programming – PHP and Databases as suggested by Ann	<ul style="list-style-type: none"> • Set Up Trello/Kyle Jackson • User Stories/Group • Development/Ann • Class Diagram/Jamie • Set Up Slack/Jamie
2	14/03	Discussion with Tutor (Product Owner) – Ann not communicating	<ul style="list-style-type: none"> • Java App Development/Tommy Chua • Set up GitHub/Jamie
3	19/03	Delegation of Tasks via Slack	<ul style="list-style-type: none"> • Login Test Case/Tommy Chua • Reformat Trello/Jamie Cagorski
4	21/03	Discussion with Tutor regarding Situation of Group, Progress of Development and Feedback from tutor, Next sprint goals	<ul style="list-style-type: none"> • Pair Programming/Kyle Jackson & Tommy Chua
5	27/03	Discussion regarding test cases, Delegation of work, Pair Programming, Setting up GitHub with eclipse	<ul style="list-style-type: none"> • Set up GitHub with Eclipse/Kyle Jackson • Test Case/Jamie
6	28/03	Discussion regarding current development via Slack	<ul style="list-style-type: none"> • Class Diagram/Tommy Chua
7	28/03	Discussion regarding progress with Tutor Mohammad (Product Owner), Next sprint goals and required implementation for submission.	<ul style="list-style-type: none"> • Java App Development/Everyone
8	03/04	Pair Programming, Discussion of System and further delegation of Tasks – Jamie left group/deferred	<ul style="list-style-type: none"> • Java App Development/Tommy & Kyle
9	04/04	Discussion with Tutor about future of group, required implementation for Part A submission – Tommy communicated the meetings discussion with Kyle via Slack/Mobile due to him being Sick	<ul style="list-style-type: none"> • Java App Development/Kyle Jackson & Tommy
10	29/04	Discussion on slack regarding completion of part B of assignment. Delegation of remaining tasks. Tommy had changed code and done GUI. Kyle edited GUI to improve look. Tommy to do booking for business owner, Kyle to do validation for all of GUI text fields, inputs.	<ul style="list-style-type: none"> • GUI/Tommy • Booking as Business Owner/Tommy • Input Validation/Kyle
11	02/05	Meeting with product owner, get feedback for part B. Discuss requirements for part C, what the product owner wants. Discussed understanding of maven within team. Appointed a time to refactor code to improve readability.	<ul style="list-style-type: none"> • No progress made this week/weekend.
12	09/05	Delegation of Part C tasks, appoint new time for refactoring. Discussion of Maven and Kyle to convert project to maven and to do a build with maven.	<ul style="list-style-type: none"> • Convert Project to Maven/Kyle

13	13/05	Completion of refactoring of code to improve readability. Implementation of business details. Discussion of other changes needed for Part C, need to confirm with product owner.	<ul style="list-style-type: none"> • Refactoring/Tommy & Kyle • Business Details/Tommy
14	16/05	Further discussion with product owner regarding changes and fixes wanted/needed for Part C, asked about needs for Maven. Need to add Log4j to project as well as add acceptance criterion for User Stories.	<ul style="list-style-type: none"> • Executable of maven.jar/Tommy • GUI fixes/Tommy
15	20/05	Discussed via slack delegation of tasks for completion given busy circumstances with assignments of other courses. Tommy chose to complete functionality. Kyle unable to have time to assist in doing Log4j.	
16	28/05	Discuss documentation.	<ul style="list-style-type: none"> • Video Demo/Kyle • Update: <ul style="list-style-type: none"> ○ Peer Assessment Doc/Kyle ○ User Stories/Kyle ○ Logs/Kyle ○ User Manual/Kyle ○ Meeting Minutes/Kyle