Exercises 1 & 2

12:00pm Oct 29th, 2012

In attendance: Matthew Cormons, Lochlin Duperron, Oliver Jourmel, Meara Kimball, Marius Loots, Evan Seabrook.

Meeting 4 – Minutes

1. **Progress**

Discussed time left and deliverables remaining. Planned how and when to get this done.

Focus on all documentation required.

1. **Testing**

Discussed testing a lot. What is required and how will it work. Add some questions to ask client with regards to this. (CS1 vs CS2)

1. **Timesheets**

Time sheets need to be done and submitted on repository. Oliver will do a template.

1. **Customer demonstration plan**

Discussion surrounding what is needed for customer demonstration.

CS1 and CS2 testing.

1. **Code review**

Discussed the need to do code review

Reviewed main’s MIS. Accepted by team.

We will use main’s MIS as template for others.

1. **Team Hierarchy**

Oliver appointed as team leader. Deadlock issues resolved.

1. **Reporting implementation**

Discussed how report module should work and compile submitted assignments. Decided we need to ask client some more questions with regard to this.