**Misinformation Group 41**

**CITS3200 PROFESSIONAL COMPUTING**

**MEETING #2 MINUTES**

**Time: 7PM to 8PM**

**Date: 2/8/2021**

**Venue: MS Teams**

**Attendees**

* Dean Law Yim Wan (DL)
* Danny Marwick (DM)
* Paddy Lamont (PL)
* Xiyu Gao (XG)
* Yunhui Rao (YR)

**Apologies**

* Andrew Pilkington

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| Tasks | Sub-tasks |
| Reports (Last meetings Actions) | DL to submit preferences (Complete) |
| Discussions/Clarifications | **Scope of Work Discussion**   * Admin Page – DL & PL suggest simple admin interface. PL suggests that it will be easiest to have a spreadsheet input for all the admin settings which can change every experiment. * Architecture and Hosting of Website – Client’s suggestion is to use Firebase to host the backend of the website. Members to look into how Firebase works, but it is agreed that this seems like a good solution. * PL to implement these in Scope of Work document   **Sprint 1 Roles**   * DL to be the project manager for Sprint 1   **Sprint 1 Deliverables and Delegation**   * Each member to be delegated a deliverable. Though, encouraged to seek help if any roadblock is hit with the part. * Scope of Work, PL responsible * Skills and Resources Audit, DM responsible * Risk Assessment, DL responsible * Project Acceptance Test, YR responsible * User Stories, XG responsible.   **Scope of Work Clarification and Questions**   * How will the users have their information logged? Will this be in the app itself or through the experiment procedure?   + To ask to client * “Should each post only be seen once by the user?”   + Yes * “The percentage credibility of a source, determine how likely they will post something true or false”   + True or false generated from the credibility is the assumption that we have made. Will need to clarify   **Other General Business**   * File sharing is currently a problem. PL to investigate how we get access to our group OneDrive. * Members are unsure of the timesheets. DL to investigate how the timesheets work properly and let team know. * Client would like to see some design document drafts. Members estimate that design documents will be ready after next meeting (9/8/2021). DL to inform clients that drafts will be ready sometime next week.   + COMMENT, this is like a sprint within our assessable sprint. Need to deliver drafts before submitting as part of assessments. |
| Actions | * PL to ask and sort out the OneDrive * DL to clarify the timesheets * DL to consolidate client meeting minutes for PL to add to the Scope of Work document. * Each member to begin their deliverable for the next meeting (7PM next Monday).   + Scope of Work, PL responsible   + Skills and Resources Audit, DM responsible   + Risk Assessment, DL responsible   + Project Acceptance Test, YR responsible   + User Stories, XG responsible. * Dl first to confirm a date which works for everyone for the drafts to be delivered. DL to send email to Clients to confirm when they can expect a draft of design documents for the first Sprint. |
| Next Meeting | * 7PM 9/8/2021 🡪 MS Teams * To Discuss sending a draft of design documents so that clients can review |