

Weekly Meeting 4 Agenda

Date: February 21st, 2018

Time: 4:00pm

Location: Engineering Building - Rm 102

Facilitator: Maria Granroth

Minute-taker: Jasque Saydyk

Discuss: A group conversation on the stated subject

Action: A specific measure agreed upon by the group that is recorded by the minute-taker

Proposal: A specific measure the facilitator or a group member has in mind, put in agenda to inform everyone ahead of time of that measure to allow adequate time for thinking.

When the meeting reaches an hour and there are still items left on the agenda, those items will be postponed until the next meeting. A group vote may be taken to extend the meeting by X minutes, which must be unanimous.

1. Roll Call - 4:08

Attendance: Jasque Saydyk, Maria Granroth, Jasmine Mitchell, Matt Rittenback

2. Reading of the agenda - 4:09
3. Proposed changes to the agenda - 4:09
4. **Discuss:** Previous Meeting Recap - 4:09
5. **Discuss:** Team Project - D.2 (Due this Friday) - 4:10
 - 5.1. **Action:** Problem Statement (confirm complete) - 4:10
 - 5.2. **Action:** Product Position Statement (confirm complete) - 4:10
 - 5.3. **Action:** Value proposition (confirm complete) - 4:10

Changed Problem statement so the last statement focuses on how the lack of the Nosh website would impact people's lives

- 5.4. **Discuss:** Stakeholders - 4:14
 - Considering adding Developers or System Admins
 - Added Developers
 - Considering adding Competitors: impact what we chose to do, and vice versa. Interaction is scoping us out and vice versa
 - Added Competitors
 - Changed Beginning Cooks to User

- Need to do: Descriptions added to Stakeholders

5.5. **Discuss:** Functional requirements - 4:18

- “Gui elements or visual cues to assist in advance searches” disputed
 - Clarified to mean an image on the front page to aid the user in how to use the search tool and what it can do
 - Reword if the requirement is going to be kept
- Added rating system
- Removed tools
- Recipe page expanded to include recipe template page

5.6. **Discuss:** Non-functional requirements - 4:30

- Discussed “Resource Constrained” - reword
 - Clarified to mean making the website run efficiently to reduce hardware requirements, as server cpu and bandwidth costs money
- Looks good

5.7. **Discuss:** MVP - 4:32

- Expand on search criteria section in MVP
- Discussion around whether or not the Use Case Diagram is to be restrained to the MVP or should go beyond it
 - Decided that the two are separate
- Expand MVP to include a contributor or moderator?
 - Decided to expand to include contributor, not including moderator
 - Add another paragraph for contributor in MVP

5.8. **Action:** Use Cases (confirm complete per member) - 4:35

- Discussion - Feature Ideas
 - Tag feature
 - Formula?
 - Account setup
 - List of hottest on main page
 - Results page
 - Moderators to rate/discard/functions on the website - moderator account
- Focus on
 - Account Setup
 - Results Page
 - Moderator Account Page

- Keep in mind that the use case is for a specific feature or function for the website

5.9. **Action:** Use Case Diagram (confirm complete in drive, add to D2) - 4:45

- Discussion about whether or not to include competitor on the use case diagram
 - Removed

5.10. **Action:** User stories (confirm complete per member and add in hours estimated/priority level) - 4:52

- Need priority level and hour
- Added non-official / temporary priority levels to make discussion easier to do on Slack
- Add hours needed to complete requirement

5.11. **Action:** Trello (confirm complete, anything else to add?) - 4:57

- Add Backlog card and move cards over. Jasque will do and add screenshot

5.12. **Action:** Group participation - 5:01

5.12.1. We need to add this section, as seen in [this instruction sheet \(referenced in the D2 pdf\)](#).

- Discussion on how to divy up percentages
 - Agreed to write what we did individually and just put a percentage of 20%

6. **Discuss:** Web Technologies Progress - 5:06

6.1. To figure out what we are familiar with, what languages comfortable with, etc

- Skip

7. **Action:** Next meeting Facilitator - 5:07

- Jasmine

8. **Action:** Next meeting Minute-taker - 5:07

- Nick by default

9. **Action:** Discuss next week's meeting - 5:08

- Same time, same place

10. **Discuss:** How is the group functioning? Any questions from any previous items? Any potential problems? - 5:08
 - Out of time to discuss further
11. Closing Remarks - 5:08
 - None
12. Meeting Adjourned - 5:08