Reserve Plant Species Recording (RPSR)

Weekly Project Review with Neal Snooke – 0.32 Seminar Room, IBERS  
Group Project 05 - Meeting Held at **18th November 2014 1:00PM**

**Attendees:** Neal Snooke (**nns**), Luke Hayward (**luh17**), Luke Bailey (**lub29**), Niall Bunting (**nib28**), Joshua Hallam (**joh50**), William Shelver (**was4**), Michael Higginbottom (**mih39**), Cai Rhys Jones (**crj10**), Alex Bull (**arb15**), Katarzyna Turczynska (**kat29**), Himalya Singh (**his1**), Kaloyan Cholakov (**kic5**).

**Absentees:** Michael Higginbottom (**mih39**) (Apologies due to illness)

**Minutes Circulated to:** Neal Snooke (**nns**), Luke Hayward (**luh17**), Luke Bailey (**lub29**), Niall Bunting (**nib28**), Kaloyan Cholakov (**kic5**), Joshua Hallam (**joh50**), William Shelver (**was4**), Michael Higginbottom (**mih39**), Himalya Singh (**his1**), Katarzyna Turczynska (**kat29**), Alex Bull (**arb15**), Cai Rhys Jones (**crj10**).

Weekly Project Meeting

# **Matters Arising**

Design Specification due in 1st December

# New Business

**Allocation of Roles**

Lead Web Programmer – Niall Bunting (**nib28)**

Web Programmers- Himalya Singh (**his1**) Michael Higginbottom (**mih39**), Kaloyan Cholakov (**kic5**)

Lead App Programmer - William Shelver (**was4**)

App Programmers - Cai Jones (**crj10**), Joshua Hallam (**joh50**), Luke Hayward (**luh17**)

Lead Designer -Alex Bull (**arb15**)

Designers- Katarzyna Turczynska (**kat29**), Luke Bailey(**lub29**)

**Design Specification**

Roles to be allocated at the weekly meeting this thursday

# Actions

## Everyone

Go through everyone’s individual parts of Project Plan and update version history - Ongoing.

Up to date blogs by Thursday

Get an understanding of the design specification by Thursday.

## Individual

# All Other Business

Created by *Cai Rhys Jones* on the **18th November 2014** for meeting at **18th November 2014 1:00PM**