**Team Knuth Meeting**

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| Meeting called By | Ryan Pickering | Meeting Number | 2 |
| Attendees | Matthew Pritchard, Ryan Pickering, Ethan Roe, Matthew Randle | Apologies |  |
| Time | 11:00 – 13:00 | Time Keeper | Ryan Pickering |
| Date | 15/02/2019 | Location | Northumbria University Library |

Agenda Items

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| 1. Confirm who will be doing each group mission | |
| Time Duration | 11:00 – 11:20 |
| Discussion | The team members should decide on a final version of which missions they will undertake. |
| Conclusions | Both Matthew Randle and Ryan Pickering wanted to contribute towards the database component of the application, so the group decided to make the database component into a group mission to allow both members to be involved. |

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| 1. Create a project proposal | |
| Time Duration | 11:20 – 11:40 |
| Discussion | Each team member should confirm which missions they will be taking for the assignment and should contribute towards a general overview of what the final product will be. |
| Conclusions | The team confirmed their missions and added them to a table in the project proposal. The team came up with a brief overview of what the application will do. |

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| 1. Add Matthew Randle to the Github Repository | |
| Time Duration | 11:40 – 11:50 |
| Discussion |  |
| Conclusions |  |

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| 1. Decide on a database service to use | |
| Time Duration | 11:50 – 12:15 |
| Discussion | Look through a list of free online DBMS services to choose a suitable service for the product. |
| Conclusions | The group decided on ‘db4free.net’, a light and free to use platform to allow us to create the database for the product. |

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| 1. Create an empty database | |
| Time Duration | 12:15 – 12:45 |
| Discussion | Using db4free, create an empty database that can be used as a platform for the product. |
| Conclusions | The db4free service appeared to be down as we did not receive a validation email for the database service and were therefore unable to create an account. |

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| 1. Submit Project Proposal and Skills Audit | |
| Time Duration | 12:45 – 13:00 |
| Discussion |  |
| Conclusions | The Skills Audit’s have been completed, but the Project Proposal should be reviewed to ensure that it is completely suitable for the assignment. |

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| Action Owner | Action Items | Date to be completed by |
| All Team Members | The team members should decide on a new stable database hosting service, create the empty database and then collectively begin working on the code to connect to the new database. This should be started in the git repository and should have made a good start by the next team meeting. | Next team meeting (tbc). |
| Ryan Pickering | Ryan Pickering will take the project proposal home to review and will submit it. | 22/02/19 |
| Ethan Roe | The project proposal should be double checked with a university member of staff to ensure that it is in the correct format. | 22/02/19 |

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| Any Other Business |
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