<u>Meeting 1 Agenda</u>

Date: 11/06/19

Time: 9:00 PM

Agenda items:
1. State of codebase
2. LCAM Requirements
3. Executable Architecture -30
    a. Coding standards are explicit and rigorously adhered to.
    b. The development environment is very well organised.
4. Test Results -20
    a. UAT
    b. Integration
5. PMAS Requirements
6. Document specifics
7. Plan of attack

Action Item:
1. Merge current work with master
2. Link work items with commits in the Iteration plan
3. Michael do new iteration plan
4. Michael update docs in git and wiki
5. Do blogs

Notes:

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Meeting 1 Minutes

Date: 11/06/19

Time: 9:00 PM

Attendees: Jasmine, Conrad, Michael, Elias

Agenda Items Outcome:

1. State of codebase
    a. Jasmine
        i. Database functional (minor warnings), this week need to look at getting live data to read data and show in UI
    b. Elias
        i. Classes functional, require integration with other classes and testing.
    c. Conrad
        i. Theoretically works. Unable to test until files are actually there.
    d. Michael
        i. Currently merged, will start a new branch to continue work on template editor
2. Test Results
    a. UAT
    b. Integration
3. Executable Architecture -to be done last
4. PMAS -Michael will ensure all docs are uploaded

Notes on Action Items:
    1.

Meeting 2 Agenda

Date: 18/06/19

Time: 9:00 PM

Attendees: Jasmine, Conrad, Michael, Elias

Agenda items:
1.

Action Item:
1.

Notes:

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<u>Meeting 1 Minutes</u>

Date: 04/06/19

Time: 9:00 PM

Attendees: Jasmine, Conrad, Michael, Elias

Agenda Items Outcome:

1.

Notes on Action Items:

1.