

Meeting 1 Agenda

Date: 09/10/19

Time: 9:00 PM

Attendees: Jasmine, Conrad, Michael, Elias

Agenda items:

1. Rename back button?
2. Build and push updates to google.
3. Testers
4. Begin updating documentation

Outcome:

Action Item:

1. Rename to "Exit"
2. Michael to build APK, let everyone know when live.
3. "Remind" Testers
4. Make sure git and links (pmas) is up to date

Notes:

Meeting 2 Agenda

Date: 15/10/19

Time: 9:00 PM

Attendees: Jasmine, Conrad, Michael, Elias

Agenda items:

1. Second round of testing: revising a new edition of the feedback form.
2. Finalising the documentation
3. Demonstration video.

Outcome:

Action Item:

1. Create new feedback form.
2. Get the same testers to look over the updates to the app.
3. Finalise Architectural Notebook (including diagrams), User Manual, Vision document, Project Plan.
4. Complete Transition Project Phase Status Assessment.
5. Complete demonstration video.

Notes: