BSc Computer science programme

Course name: CM2020 Agile Software Projects

Tutor group number: T5

Team number:G6

Team meeting date: 28/05/22

Team members present:

Team members absent: Jess (unable to attend due to family commitment - apologies sent)

Agenda item/Time	Description	Discussion	Action Points
1. 8.30-8.45am	Housekeeping Who will take responsibility for recording weekly meetings – recording to be posted on Slack Is Skype the best way for us to connect, would Teams be better? Does everyone have access?		

	Do we need a minimum level of contact during the week? Can Team Members commit to checking in on Slack/Trello more regularly (Wednesdays/Fridays?) Review of shared workspaces – all team members to confirm that they can access GitHub and Trello, do we also need a Google Docs repository? How can we improve the use of the shared workspaces/work more collaboratively/begin to implement agile methodology? Thoughts on the completion of Coursera Teammate reviews (week 6/week 9)		
2. 8.40-8.50am	Skills Audit of Team Members What week is each Team Member up to? Jess is on Week 8	Jess can take responsibility for documenting Team work and also prepare graphics/ wireframes	
3. 8.50-9.00am	Feedback on existing Apps	Jess feels that there is a gap in the market for a more fact based/scientific app, more	

	Jess has shared documents to Trello board (Word doc containing SWOT and screenshots attached to each App card) – J UI will be important in setting tone of app Possibility of integrating with sleep analysis? Phone hardware? Advertising/Paid app? In app payments/one off/subscription	psychology/less astrology/ most of the existing products are essentially fortune-telling based app?	
4. 9.00-9.20	Jason to expand on his original idea for a Dream App	.	
5. 9.20-9.25	Clarification of our proposal: Who is the target audience? What is our USP?	Can we enlist our peers from ASD course? Friends and families? Work colleagues?	

		Can we agree on a persona that typifies our intended user? Demographic – age/gender/lifestyle/interests/needs/preferences How can we identify a focus group – we will need a group of people to help us iteratively develop our project through regular conversation/evaluation What features does our app need? Initial thoughts from Team How can we be sure that what we are proposing has the potential to be a viable product?		
6. 9.25-9.30		Sourcing content – how will our app interpret/categorise dreams? Where will we find/verify this information?		
		3.403 Team activity and deliverable: writing research questions (week 6)		

7. 9.30-9.35am	AOB		