**Minutes of Meeting Held on Monday 17th October 2016**

Attendance: Nathaniel Smith, Tessa Marelic, Xinwei Jiang, Changze Huang  
Absent: NIL

1. Confirm minutes from previous meeting:

Previous minutes were confirmed as correct.

1. **Follow up on action items from previous meeting:**

Discussed progress so far in regards to the build of the program.

The program was shown and discussed with the tutor

1. **Individual reports from previous week:**

All members had completed their part of the build of the program as outlined in the iteration plan.

Nathaniel had integrated each interface and functionality created by individual members and produced a working application.

1. Items we discussed this week:

* Functionality still to be completed for the program.
* The group created a list of documentation still to be completed for the project. Outlined in Appendix A
* Spoke to the tutor about what is expected in an architectural design and database persistence.
* Discussed the test plan and decided what should and shouldn’t be tested.

1. **Action Items:**

|  |  |  |
| --- | --- | --- |
| **Action – what is to be done** | **Who will do it** | **When will it be done by** |
| Test functional and non-functional requirements | Everyone | Monday 24h October |
| Unit Testing | Toby | Monday 24th October |
| Architectural Design | Tessa | Monday 24th October |
| Data Dictionary, ER diagram and user interface | Nathaniel | Monday 24th October |

1. Date and time of next meeting  
   Monday 24/10/2016 2:30pm Building 3 Room 127
2. **Agenda for Next Meeting:**

* Start on presentation.
* Assess what’s left to do

# **Appendix A:**

# To Do List

Architectural Design – a diagram describing how classes are connected along with a description of each class with a description of their connectors. Also Model view Controller description – talk about how mvc is used in application.

Data dictionary and er diagram

Sequence diagrams

State diagram

Class diagram – combine all individual class diagrams to one.

User Interface design

Testing – test plan, test cases, test reports

Unit tests for controller class