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| 31/01/2019 |

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| Meeting Notes |

# Attending

Oscar Gilley

Joe Lowthian

James O’Connor

Imran Mohammed

Ethan Goodchild

Will comber

Titas Alvikas

Edward Philips

Joe Lawrence

## Announcements

* Discuss and review specification feedback
* Plan strategies to fix and improve the specification based on feedback.
* Discuss the second semester of the project plan
* Allocate roles to create UML diagrams for the specification.

## Discussion

* To begin with, the team were tasked to read and review the specification on their own before the meeting. With each team member having knowledge on the feedback given for the specification, during the meeting each member gave their point of view of the feedback as well as providing information on how they would improve upon the feedback.
* The next stage of the meeting involved a group discussion on how to improve the specification based upon both the feedback given to the group from the module leader as well as the feedback each team member gave in the previous task (previous discussion points within the meeting). Each team member took note of the information (feedback from all parties). This information will be used by each team member to help improve the sections they created for the specification.
* The next phase of the meeting involved a discussion of the next steps of the project. This involved consulting the project plan. However, the second semester of the project plan is broad due to the team not knowing exactly what needed to be done. As a result of this, the team went into greater detail about the project, such as discussing what algorithms would be needed. With far more intricate detail now being available about the project, the second semester section of the project plan will be able to be edited to include greater detail on all aspects of the project.
* The final part of the meeting involved a discussion and a voluntary allocation of whom will create the UML diagrams for the specification. The specification did not include any of the required UML diagrams, however, after the team received the feedback on the specification it became clear which types of UML diagrams would be required for the various sections of the specification.

## Roundtable

Overall, being the first formal meeting in semester 2 a lot of discussion was required to plan the more intricate details of the project. The draft specification was marked, and the team received feedback on the submission. This in turn resulted in the meetings primary focus to be on improving the specification based on reviewing the feedback. The remainder of the meeting was focused on the future of the project, primarily the more complex topics which would need to be covered when creating the application such as what algorithms to use.