Group 13a meeting minutes

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| Location: | Templeman Library |
| Date: | 12/02/2019 |
| Time: | 13:30 p.m. |
| Attendees: | P.Georgoulias, A.O.Sharomi, L.J.Ibeachum |

# Agenda items

1. The focus during the meeting was to read through and understand the feedback and what is needed for the next stage.
2. The Use Cases provided will be the starting point for our first software delivery, so Afiz will read them thoroughly to identify what needs to be included at the code.
3. Luke will start the Review document, which will include how we are going to review our documents and software, as well as, the standards which will be used to review our code.
4. Panos will create a document explaining the groups approach to project management.
5. Panos will continue working on keeping the meeting minutes up to date.
6. Afiz will be responsible for constructing the class diagram and start writing the code.
7. The goal is to have the software ready until twenty-four hours before the deadline, so there is time for proof reading by Panos and Luke.
8. A problem that has appeared in this stage is the fact that Afiz is not very familiar with any IDEs other than BlueJ, so he is going to need help from Luke in familiarizing himself with IntelliJ which is the developing environment we are going to be using for the source code.

| Action items | Owner(s) | Deadline | Status |
| --- | --- | --- | --- |
| Update the documentation | P.Georgoulias, L.J.Ibeachum | 16/02/2019 | In progress |
| Start writing the source code | L.J.Ibeachum, A.O.Sharomi | 17/02/2019 | In progress |
| Create the Review document | L.J.Ibeachum | 16/02/2019 | In progress |
| Delivery of the files | - | 18/02/2019 | In progress |