

Meeting 25 | Minutes

Meeting date | time 06/04/20 | 11:00 | **Meeting location** Google Hangouts

Meeting called by	Whole Team
Type of meeting	Weekly Scheduled
Facilitator	Oliver Still
Note taker	James Gardner
Timekeeper	James Gardner

Attendees

Daniel Bishop (dmb537)
Oliver Clarke (odjc500)
James Gardner (jadg502)
Stijn Marynissen (sm2174)
Che McKirgan (cwjm501)
Oliver Still (os705)
Eric Walker (ew1150)

AGENDA TOPICS

Time allotted | 10 | Agenda Topic Discuss Previous Meetings Actions |

Discussion: To address any actions from the previous meeting and check all tasks are progressing on track. Address any issues that have arisen over the week.

Conclusion: Nothing from last week.

Time allotted | 20 | Agenda topic Iteration 4 Updates | **Presenter** All

Discussion:

Overdue Stories:

017 - Mirror Whiteboard

Oli Still, Cameron, Che

Almost there! Trouble in reading the JSON on client side. (Network Error)

029 - Text Chat

Oli Clarke

Currently doing the client handler on the server. Potentially this will need to involve storing the text data on the mysql for persistence. 60% Complete. 70% Complete on GUI Function from Stijn

032 - Dynamic Home Screen

James, Stijn

Lots of the back end is complete.

80% Complete.

Current User Stories:

021 - Whiteboard Text

Cameron

Not available to provide an update

022 - Whiteboard Access Control

Oli Still, Che

Most of the implementation is complete. But I need refactoring as currently when the user is locked out of the whiteboard by the tutor it is still sending data to the server. 90% Complete

023 - Presentation Sharing

Dan, Eric

No update. Focus on the contracted modules atm.

027 - User Stream Select

James, Stijn

Some of the backend is complete. Needs multiple parts to get closer to finishing such as text chat, presentation and whiteboard. 30% Complete

028 - Tutor Switch Presentation View

(Complete)

Time allotted | 5 | **Agenda topic** *QA Metrics* | **Presenter** James Gardner

Discussion: QA Metrics must be done.

Conclusion: Everyone do their QA Metrics up to date.

#	Action items	Person responsible	Deadline
1	QA Metrics must be up to date by end of today	All	06/04

Time allotted | *Time* | **Agenda topic** *Other* | **Presenter** *James*

Discussion: Logging use this format:

```
log.info("Class: method() message")
log.debug("Class: method() message" + variables)
log.warn("Class: method() message")
log.error("Class: method() message", e)
```

Extra Notes:

Cameron Smith (cs1869) Previously agreed absence.