

# Meeting 29 | Minutes

---

**Meeting date | time** 20/04/20 | 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)  
Cameron Smith (cs1869)  
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:** Closing

---

**Time allotted | 10 | Agenda topic** Iteration 5 | **Presenter** Whole Team

### Discussion:

The hope is to have all the fundamentals and groundwork complete by the end of this iteration. So that for the rest of the project we can just clean up

#### 032 - Dynamic Home Screen (Overdue)

James, Stijn, Oli Still

No change over the weekend.

Waiting for the design meeting that will occur after this meeting.

#### 023 - Presentation Sharing (Overdue)

Dan, Eric

No change over the weekend.

#### 027 - User Stream Select (Overdue)

James, Stijn

No change over the weekend.

#### 029 - Text Chat (Overdue)

Oli Clarke

No change over the weekend.

#### 024 - Presentation Video Sharing

Dan, Eric

No change over the weekend.

#### 025 - Webcam Streaming

Che

No change over the weekend.

030 - Subject Profile List (Completed)

James

No change over the weekend.

**Conclusion:** Closing

#	Action items	Person responsible	Deadline
1	Trello Cards for this iteration. 24, 25, 30	Dan, Che and Eric	20/04
2	Trello Cards for next iteration. 26, 27, 29	Dan, Che and Eric	30/04

---

**Time allotted** | 5 | **Agenda topic** *HTML Tour* | **Presenter** *Oliver Still*

**Discussion:** Cameron and Oli will continue work on the website.

**Conclusion:** Closing

#	Action items	Person responsible	Deadline
	Topic 1	Name	Date / Time
	Topic 1	Name	Date / Time

---

**Time allotted** | 5 | **Agenda topic** *Testing and integration* | **Presenter** *Eric*

**Discussion:** Testing will start today.

It was questioned whether we should be testing the whiteboard if it isn't fully integrated and refactored yet. It was decided to push it back into refactoring.

The contracted handler from the other group has been sent through so now that can be tested and integrated.

**Conclusion:** Closing

#	Action items	Person responsible	Deadline
	Whiteboard	Name	Date / Time
	Topic 1	Name	Date / Time

Extra Notes:

No limit in hours.

Design Discussion:

Oli Still, Cameron, James and Stijn

Login Screen

Large colourful login button

raised with shadow behind.