Cs22120

Meeting Date: 11/10/14

Meeting Location: Kanes

Recorded By: Kieran Stone

**-**

# Agenda

1. Welcome
2. Previous Actions  
   Create the GitHub repository Kieran  
   Create the fb group Bill Complete  
   Roles to be assigned to everyone  
   Creation or revival of blogs everyone Ideally done by next tuesday
3. Role assignment
4. Jordan and bill both want to be pm

Bill -  
Same role last year 69 percent  
President of kaotica  
health and safety officer for robotics society  
Seven years of air cadets  
5 years corporal  
  
Bill is project manager  
Jordan is deputy manager  
  
QA manager -   
Documentation quality and testing  
Set standards for project  
  
Frederik as QA  
John deputy QA in charge of databases   
  
  
Thomas and ben to do web programming and development  
  
Design - HCI what it looks like  
  
How the user interacts with the app  
  
Paired programming potentially

Meeting places  
Meetings can be changed, on a weekly basis  
  
Preliminary meeting of next Saturday  
  
Location  
  
Bill to look into a room in the old college  
  
Thomas woodhopps to make a google doc timetable for meeting times  
  
  
Group to speak to neal more about the project specification  
  
Putting group numbers and contact details on the fb group  
  
AOB

# Meeting End

# Meeting Schedule End:

Meeting Actual End:

# Post Meeting Action Items

|  |  |  |
| --- | --- | --- |
| **Action** | **Assigned To** | **Deadline** |
| Create the GitHub repository | Kieran | ASAP |
| Bill to look into a room in the old college | Bill | ASAP |
| Thomas woodhopps to make a google doc timetable for meeting times | Thomas |  |
| Creation or revival of blogs | Group | ASAP |
| Putting group numbers and contact details on the fb group | Everyone |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Decisions Made

# Next Meeting

TBD

T