

YUCONZ

Meeting Minutes

Meeting purpose:	UML Use Case Discussion
Date:	28th January, 2019
Time:	21:00 - 22:14
Location:	Discord Voice Chat
Attendees:	Jamie Ghoorbin [JDG23], Marin Donchev [MD485], James Dyer [JD556]

Next Steps:	Checkpoint date:	Assigned to:	Due Date:
QA and Meeting Guidelines writeup	20190130 Evening	MD485	20190131

Points to discuss next meeting:
<ol style="list-style-type: none">1. Email to client2. Planning documents that have to be written3. Notes on slides that JDG23 has written

Decisions made: (what, why, impacts)
<ol style="list-style-type: none">1. Decided to ask clarifying questions during Workshop on 29th January, 2019. (See Discussion Point 2)

Miscellaneous details:

Discussion:

1. Meeting to discuss and finalise questions to email to client.
 - a. Discussed existing questions posted in Discord questions-to-email channel
 - i. Decided some need rewording. All points raised by questions deemed as requiring clarification by client.
 - b. Added new questions in Discord questions-to-email channel
 - i. (Review.di): According to Use Case Scenarios, Employee should be able to "Read review record", "Amend review record" and "Read past completed review record", but the arrows are missing in the use case diagram. Which one should we follow?
 - ii. "Authorisation" is a new actor. Will this functionality be provided, or do we have to implement it ourselves?
 - iii. "Authentication server" is also a new actor. Will this functionality be provided, or do we have to implement it ourselves?
 - iv. If they are provided, how will we interact with "Authorisation" and the "Authentication server"?

- v. What does he mean by "System has recorded an authentication attempt"? What info does this record?
 - vi. (Review.di): According to Use Case Scenarios, "Read past completed review record" does not include "Read review record", but the diagram shows that it does. Which one should we follow?
 - vii. (Review.di): : According to Use Case Scenarios, "Perform review" includes "Read past completed review records" and "Amend review record", but not in the use case diagram. Which one should we follow?
 - viii. (Review.di): Participating actors for "allocate reviewer" in the scenarios include Manager and Director.
 - 1. Should these be merged into the "Reviewer" actor?
 - 2. "Allocate reviewer" in the diagram does not include an arrow to the Reviewer actor. Is this intentional?
2. Decided to ask the following clarifying questions during Workshop on 29th January, 2019.
- a. Should completed meeting minutes be submitted alongside the meeting minutes template as part of the planning documents?
 - b. Should past meeting minutes be rewritten considering the template has since been altered?
3. MD485 starting on QA and Meeting Guidelines documents.
- a. Deadline for review: Thursday