**Meeting Minutes**

**Name of Organisation:** CSCI222 - Group 4

**Purpose of Meeting:** To make sure everything from the previous team meeting has been completed and to assign new tasks as well as discuss our design.

**Date and Time:** May 27, 2015 – 9:30am

**Chairperson:** KresimirBukovac

**Members Present:** Peter Mavridis

Darryl Murphy

Ali Sayed

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| **Agenda/Topic** | **Discussion** | **Action** | **Person Responsible** |
| Team Meeting #8 – Assigned tasks | All of the code is in a consistent style now. Apart from the reports, all other programming tasks have been completed. | NONE | NONE |
| Programming | Streams seem to be an easier way than ncurses to implement password hiding with asterisks. | Implement cross-platform password hiding for login. | Ali Sayed |
| The manager reports have been discussed and now just need to be implemented to show the user important related information. All of the reports will now be done by the same person. | Implement the report functions for all four managers. | Ali Sayed |
| Manager functions need to be updated with auto incrementing IDs and format consistency. | Update the manager functions. | KresimirBukovac |
| Error checking and final testing must be conducted on the entire system to decrease the risk of errors during runtime. | Perform error checking and testing. | Peter Mavridis |

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| Programming | Different operating systems require different system calls to clear the screen for the UI. | Implement cross-platform screen clearing. | Peter Mavridis |
| The weather application has been designed and fits with the program nicely. | Finalise the weather application. | Darryl Murphy |
| The booking system has a few functions which need updating. | Update the booking system. | Darryl Murphy |
| Users must be notified of any status changes or specific issues related to them when they log in. | Implement the notification system. | Ali Sayed |
| Code Style | A neat a consistent code style must be specified and followed by all members of the team. | Formalise all existing code. | KresimirBukovac |
| Documentation | The report section in A2.pdf has been split up between all four members mainly based on which sections they have focused on in the implementation. | Report pt.1. | Darryl Murphy |
| Report pt.2. | Peter Mavridis |
| Report pt.3. | KresimirBukovac |
| Report pt.4. | Ali Sayed |
| All of the documentation including work diaries must be done in a consistent format and then compiled into a final report. | Document all of the code files. | KresimirBukovac |
| Document all testing done. | Peter Mavridis |
| Develop and finalise all aspects of the meta report. | KresimirBukovac |
| Compile the final report. | KresimirBukovac |
| Journals | Journals are to be updated whenever work is done. | Update Journal. | KresimirBukovac  Peter Mavridis  Darryl Murphy  Ali Sayed |

**Documents/Deliverables:**

- Client Meeting #8 - Meeting Minutes

- Code

- SQL Database

- Weather application

- A2.pdf

**Closing Time:** 10:30am