Team Meeting

Meeting called by:	James pearson	**Type of meeting:**	Group weekly meeting
Facilitator:		**Note taker:**	Becky Anderson
Timekeeper:	Becky Anderson		

Attendees: Whole team minus james crawley

Minutes

Agenda item:	Plan Progress	**Presenter:**	James pearson

Discussion:

User story updates:

User story C3 - set up, but working on firebase pull recipes

C1 - complete, just populating with firebase

C20- setup is done and filters decided- need to connect with firebase

A11- privacy, still figuring out how to set up- not started code

C6/C7 - programming not set up- but believed to be achievable quickly

 louis&jun work on this

Login colour scheme- lighter green and lines underneath to be purple. Put in a list view- So scrolls up when typing

Conclusions:

Work ongoing with current user stories. Firebase set up the main goal of the week. Time to "Crack on" pair programming to continue on thursday.

Action items	**Person responsible**	**Deadline**
✔ Louis and jun to work together on back end programming	Louis and jun	Enter deadline here
✔ Louis to provide help to individuals with firebase connections	Everyone	Enter deadline here
✔ Jun to start programming	jun	Enter deadline here

Agenda item:	Finance and planning	**Presenter:**	Louis Newman

Discussion:

Design hours are adding up - 5.5 hours left in the first iteration. 276.5 hours in tota.

We need to stick to 5.75 hours Each week. We have agreed times and James and Louis may need to reorganise users' stories for this.

Android reading time- in our own time- not paid for

uml - needs to be done after user stories not before. Current structure is useful but they are not guided. Not going to keep using them until after the user stories. If you finish a user story that is related to UML comment and let Joe know. Comment 'Finished user story and update'.

Conclusions:

Need to keep track of time better- stick to what's been planned

Uml changes need to be updated (see above for more information

Action items	Person responsible	Deadline
✔ Uml changes	Joe	ASAP
✔ Use time better- stick to plan	Everyone	Ongoing

Agenda item: Work going forward   **Presenter:** James pearson

Discussion:

First look at how achievable the first iteration is. Restrictions in time, Meal planner may be the one that falls from first iteration.

Pushing stories to other iterations, adding features following agile programming.
If we have time at the end work on the meal planner.

Testing and implementation documents-
Testing reports- currently done in peer review unit sections.change report to include test unit stories and update the QA manual- Nathan test report changing.
Testing manual testing
Testing two types, can decide what to test depending on.

James to have meetings with Noel and Stuart about not meeting expectations & changing user stories & meeting with project leaders about modules. Look at modules that are definitely needed for the project.

Need to decide this week what we are selling and buying. This is for Tuesday next week.

Conclusions:

Planned work moving forward

Decided new way of documenting testing- slight change to current documentation.

Need to focus on what we are selling and buying

Action items	Person responsible	Deadline
✔ Redesign testing templates for user testing	Nathan	asap
✔ Work on what units we are selling and buying	Louis and james	Tuesday next week
✔		

Agenda item: Presentation   **Presenter:** James pearson

Discussion:

Went through some questions- plan the questions. Remember to not go off books. Planned session for later today

Conclusions:

Action items   **Person responsible**   **Deadline**

✔
✔