#### Meeting 9/20/24

For our first meeting, we struggled to find times when we're all free. We decided to meet on Friday, 10am at the Anschutz. I first zoom called Roop to talk about the project before we meetup with everyone Friday because some people couldn't make it. From this zoom call, Roop went into detail about the project guidelines and the overview of the group project. On Friday, I met up with Zack, Raymond, and Nick to discuss project-plan-01. We had a good 45-minute discussion, diving into the project plan document and looking over other important artifacts that would be necessary for the later stages. We got a little bit of work done in the meeting, just going over the very basics and setting up another time to meet the week after at the same time. Discussion flowed smoothly and we were able to get a deeper understanding of the task at hand, especially with the information Roop shared on the zoom call a few days before our first meeting.

#### Meeting 9/27/24

This was our second meeting, unfortunately Roop is busy on our Friday meeting days so arrangements to figure out a better meeting time or distinguishing when its important to meet in person were made. At the meeting was Zach, Raymond, Brady, and Nick. We dived further into the project this time as we all discussed everyone's role along with what needs to be done and when. More progress was made during this meeting, completing the document guidelines and setting up requirements, scope and constraints to our project. We agreed on a timeline of how long each task will take and covered further areas of unknown such as our project's vocabulary that was important to understand and how everything fits in together. Explanations of each member's role we're discussed to clarify what each person's main task was when we weren't collaborating to complete each step as a team.

#### Meeting 10/04/24

Today we met up to continue discussion about our project overview along with how each document should be planned and organized. Communication between team members has started to improve as we've been able to become more familiar with our group and have gaps of time outside of class to quickly chat with a team member about the requirements for the week. Project plan 1 has been completely evaluated and finished. Expectations for grading and general format will be discussed further once we get our first grade back. I think for our first project exercise, although confusing to understand at first, started to become easier to achieve/complete with a well thought out response. For example, at first

every question felt very similar, and it was difficult to write about different topics when every prompt either felt repeated or extremely deep.

#### Meeting 10/07/24

This week, we decided to meet on a Monday to give other members a chance to show up and see everyone, unfortunately this day and time didn't work well for our group. We unpacked the project plan two, carefully distinguishing roles and parts of the document to each member. We were able to get a good start in that meeting, eventually spending a few more day's error checking along with inserting additional information to improve the structure of our documents. I feel the presentation of our document is now very informative and detailed whether it's about the calculator requirements itself or other nonfunctional requirements. The time we spend in person really helps members stay on task and ensure everyone is contributing to a portion of the project, even if they aren't available for the meeting.

### Meeting 10/16/24

Today we worked on completing part 2 of the project, ensuring everyone is able to do a part of the project. It really helped to distinguish roles for this part because we're all able to work on at least one section and finish quickly. Talks about part 3 were discussed so people were informed about the upcoming part. There wasn't much to do today, and we had a midterm coming up, so we decided to study for other classes for the time being and regroup after to distinguish roles for part 3.

## Meeting 11/08/2024

Today is Friday, it's been a while since we've met in person, the past two weeks I've just been hoping on zoom calls and texting with members to help us stay on top of things. We were able to quickly finish part 3 of the project and have been looking ahead to future tasks. We looked at part 4 of the project archive and realized this process is going to come with time. It's going to be difficult to get things rolling but I believe us starting out slow and ensuring our main principles of the program are correct and how we want them, we can then work on further parts of the project. Talks about working on classes for our operators

and handling were conceived but I didn't want us to get too far ahead and then realize our implementations and handling we're different. Therefore, we just had a long discussion on part 4, what we needed to do, when we're meeting next week, etc.

## Meeting 11/13/2024

We met this Wednesday to discuss further information needed for us to write our code and get our program functioning. Plans to create our files and how code should be structured helped us understand what we needed to complete. Our main file was our first problem at hand, needing to create a properly working main file which can handle functionality from other files. We needed to simplify our approach to ensure we could build off our previous work. Not much additional information this week, just informing the group where we are in the process and what we need to do to complete the project.

# Meeting 12/5/2024

After not meeting on the 22<sup>nd</sup> of November because I was sick and everyone decided not to meet that week, we've accomplished a lot. Zach was able to get a good start on the main file of how we we're planning it but we hit a roadblock trying to ensure errors and faults we're correctly taken care of. Roop completed most of the main files before break, so we had a good start for coming back from break. Today we're now going through the code and finding the inputs that break our program. We've created a list of expressions and a reason for why the issues might be popping up. We'll need to use this to help us not only better understand the code but to also verify results and errors are working properly as intended.

Today we met and discussed what we needed to finish. Our code was finished to a degree of our liking and we now needed to focus on the test cases and user manual. We split up tasks for the group finishing the test cases among whomever was in the meeting. We just needed to complete a little bit of the part 5 & 6 outside of the meeting, but so far, we've completed most of what we needed to complete for the week.