Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 8

## Meeting Details

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| Date: | 19/08/2024 |
| Venue: | MS Teams |
| Attendees: | Francis Zaldarriaga  David Pham  Esmatullah Akhtary  Riveen Rushmal Perera  Sandesh Mann Mangat |
| Apologies: | N/A  Riveen Rushmal Perera |
| Agenda | Clarifying hardware interfaces section, clarify sections of SRS documents ( revision and release numbers) and discussing and deciding on system architecture, considering monolithic approach |

## Information / Decisions

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| --- | --- |
| No. | Item |
| 1 | Esmat was unsure about hardware interfaces, and what was needed in this section, and thus needs clarification on the section |
| 2 | Sandesh finished review User story |
| 3 | All tasks are allocated |
| 4 | Francis had some confusion regarding revision number / release number and part of system/subsystem, i.e. what does that mean – what is our current revision number since we are starting off with a new system |
| 5 | Haven’t established decision for architecture yet because of the uncertainty of the architecture, esmat was suggesting monolithic. |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Finish half SRS Tasks | All | 20/08 |
| 2 | Add user story to board | Sandesh | 20/08 |
| 3 | Create task for review user story | Sandesh | 20/08 |
| 4 | Establish what Architecture will be used – ask PO | Esmat | 20/08 |
| 5 | Ask PO about revision number as well as system/subsystem | Francis | 20 /08 |