

## ENG 4000 Weekly Meeting Minutes



Every week, this document should be presented to the supervisor, as this will be the basis for grading.

Project Name	Sat Ops MQ
Date & Time of Meeting	Supervisor Meeting: 3/21/24, 3:00 - 4:00 pm CSA Meeting: 3/22/24, 1:30 - 2:30 pm Stand-up Meeting: 9:00 - 9:30 pm, 3/24/24

Attendees			
#	Name	Student ID	Username (email)
1	Youssef Hany	216885766	youssef8@my.yorku.ca
2	Rafael Dolores	216142069	rafd47@my.yorku.ca
3	James Le	217270943	jamesmql@my.yorku.ca
4	Walid Al Dari	218375162	walidald@my.yorku.ca
5	Ruth Bezabeh	216171795	ruttkas@my.yorku.ca
6	Stanley Ihesiulo	216985236	ihesiulo@my.yorku.ca
7	Hashir Jamil	217452954	hashirj@my.yorku.ca

Decision Made / Agenda / Objectives / Plan for the Coming Week
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### Supervisor Meeting:

- For video try to base it off a template to have a target for the tone of the video and cinematic field
- Discussed use of animated diagrams to show architecture.
- Test cases sent on 3/20/24 by Nathaniel.
  - o These may be tough to make fully comprehensively.
  - o May take a long time to execute.
  - o Youssef will be trying to build the test cases.
- Discussed report major issues.
  - o Too long and repetitive
  - o For any process/project management don't boast or gloat about doing stuff very well
  - o Stop saying well defined; it was given as a well-defined objective, but we still had to give an open-ended solution that we slowly iterated upon
- Regina needs to sign BOM and final meeting minutes bundle before end of project; she is busy April 4-6 and busy week of march 25th

### CSA Meeting:

- FOV calculation clarification to generate dimensions
- Clarifications on testing
  - There are other scenarios possible too such as very weird edge cases reminiscent of malicious intent or incompetence on upstream systems
  - the idea is to try our best on the various test scenarios
  - sub cases will exist in the presented scenarios
  - we are encouraged to come up with other scenarios or vary the scenarios
  - Some tests may be actionable by improving codebase
  - other tests may just need to be designated as a "don't use the system like this" category

### Stand-up Meeting:

Team Responsibilities for the Coming Week		
#	Name	Responsibility
1	Youssef Hany	
2	Rafael Dolores	
3	James Le	
4	Walid Al Dari	Work on health dashboard backend components, and refine front end if there is time
5	Ruth Bezabeh	
6	Stanley Ihesiulo	
7	Hashir Jamil	

Progress Report on Last Week's Activities			
#	Name	% Completed	Comment (provide the reasoning only if 100% is not completed)
1	Youssef Hany		
2	Stanley Ihesiulo		
3	Hashir Jamil		
4	Rafael Dolores		
5	Walid AlDari	100	Completed basic skeleton of front end for health dashboard
6	James Le		
7	Ruth Bezabeh		