

Formal Meeting 8 on 4th December 2018, 14:15-14:45

Participants: Paul Dempster (supervisor/client)

Team 15: Denis Stepanov, Melanie Cheong, Mingda Liu,
Tianhao Li, Yiming Chen, Masrur Sobirov

Absentees: None

Interim report draft quick feedback:

1. Reference citation
 - a) Follow the instruction of Dave said. Prefer [number] format in body.
 - b) Cite format is incorrect.
 - c) cite from the book rather than Internet for some references.
2. What type of corrections we will see after receiving the draft back
 - a) Kind of corrections for grammar, missing content and inappropriate content.
3. Figures/meeting/minutes style and captions
 - a) line break between each appendix.
 - b) Agenda and minutes should have the same style.
 - c) Put the agenda and minutes of one meeting together.
 - d) Remove the figures and tables.
4. Requirement table
 - a) Add something else, like risk.
 - b) Risk can be considered as three parts: scale, difficult and impact when changing.
 - c) Check Latex for /document {article}.
 - d) Requirement part has some duplicate things. Use tables rather than text.
 - e) Add explanation about how to come up with these requirements.
5. survey
 - a) Get the approval tomorrow (5th December 2018).
 - b) We can add something about survey.
6. Use case diagram
 - a) Write some explanations about what is in this figure. Highlight some important actions.
 - b) Reformat the diagram to avoid the cross lines and small texts.
 - c) Add id for each action corresponding to requirement table.
7. Back-end

- a) Write more about the details of implementation: like database and protocol used for transfer.
- 8. Implementation
 - a) List all available software and explain the advantages and disadvantages for select.
 - b) MySQL database
 - c) Third party database is allowed. But it's not necessary to use database hosted by company.
- 9. Project management
 - a) Tell what we are spending time on
 - b) Timeline
 - i. Actual time/plan time
 - ii. Change description of timeline
 - iii. Describe whether we overrun or how to keep on timeline, and reflection about this.
 - c) Software engineering methodology
 - i. Reference to textbook about agile.
 - ii. Add more description, like explain why we use this, what does this mean when we are using agile.
 - d) Reflection
 - i. Context confliction.
 - ii. too many subheadings, merge them.
 - iii. change the description about make decision randomly.
- 10. Future work
 - a) Rename to next step or next semester plan.
 - b) Write how will we do in the next semester more specifically. Not like a story.
 - c) About the researching and data collection, it's not necessary to go out to collect data. We can get related data from Internet database.
 - d) For the participation of sport manager part, the verification is not necessary and unrealistic.
- 11. Feedback for the whole report draft
 - a) inappropriate bold, subsection and capital words.
 - b) start a new page when starting a new section.
 - c) consistent format.

Next meeting time:

11th December 2018, 14:15-14:45