# ***The Donors Choice***



# ***Meeting Minutes***

February 09, 2014

1. **Call to order**

Team meeting of the MET CS 473 C1 Software Engineering at 9:00 PM on February 09, 2014

1. 9:05 PM - **Roll call**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Team 1** |  | **Team 2** |  | **Team 3** |  |
| Shuran Hang  **Engineer/Developer/ Tester** |  | Chris Theberge  **Configuration Leader**  Comfortable with ripping off existing UI designs+1 :P, API | X | Lauren Smith  **Engineer/Developer/ Tester**  MSSQL, MySQL, JInterested in UI (but not much experience) | AB |
| Evan Panahi  Anything except UI design  **Engineer/Developer/ Tester** | X | Keith Hale  **Engineer/Developer/Tester**  basic java  basic mysql  basic javascript, php, html, jquery | X | Braeden Sanford  **Engineer/Developer/ Tester**  Webservices (restful),  Database | x |
| Julia Cheong  **(Team 1 Lead)**  **Inspector**  **Engineer/Developer /Tester** | AB | Charyn Eagan  **Project Leader**  Management type tasks  UI Design  Basic Java | X | Wail Alghanmi  **Engineer/Developer/ Tester**  java backend | X |
| Swapnil Shinde  **Engineer/Developer/ Tester**  **QA Engineer/code reviewer**  -UI  -MySQL | AB | Karen Palmer  interested in UI, strong-ish backend Java  **(Team 2 Lead)**  **Inspector**  **Engineer/Developer/Tester** | X | Dan Cusher  **Engineer/Developer/**  **Tester**  no specific strengths, willing to do whatever, solid on Java, basic handle on HTML, CSS, 9 Javascript, mysql | X |
| Rishee Basdeo  **Engineer/Developer/ Tester**  -Data modeling  -UI  -API | X | Dan Anderson: Front End, Back End, Database  **Engineer/Developer/Tester** | X | **Jackie Aldama (Team 3 Lead)**  **Inspector**  **Engineer/Developer/ Tester** | **x** |
| Mike Demers  **Engineer/Developer/ Tester**  MySQL; HTML/CSS etc | X | Justin Therrien  **QA Engineer/code reviewer**  **Engineer/Developer/Tester**  front end | X | Nik Yusof  Java  **Engineer/Developer/ Tester** | AB |
|  |  |  |  | Anil Dhingra  **QA leader/QA Engineer/code reviewer**    (Javascript, HTML, CSS, SQL, Database design, Object modelling, web services | AB |

1. 9:05 PM - 9:10 PM - **Reminder of Weekly Status Report (WSR)- Due 2/12/2014 - Update the date with in WSR**

Use template found in MET\_CS473\_C1\_Software\_Eng\_Project/Template Folder

(**Weekly status report\_LnameFname.docx**)

An electronic copy of the status update needs to be submitted via Blackboard.

1. 9:05 PM - 9:10 PM - **Reminder of Quiz - Due 2/12/2014**

Each student needs to submit the quiz.

Quiz needs to be submitted on paper.

1. 9:10 PM - 9:20 - **Lessons Learned** 
   * **Team 1**
   * **Team 2**
   * -Meeting durations have been excessive and exhausting
   * -Folder structure made things difficult

-- Recommendations: Reduce duplication of project files, keep one master folder to be worked out of by all teams

* + -Hard to determine if the documents were updated by the tasked team, had to compare each section to the template
  + -Teams members did not know exactly what they were tasked to work on, what the expectations were and in some cases how to conduct research and provide input to their sections
  + - Overall team size is very large making it difficult to manage a project of this scope
  + **Team 3**

1. 9:20 - 9:25 **Review Powerpoint**
2. 9:25 - 9:30 **Sprint 1 Review**
3. Charyn submit through blackboard, Keith and Karen to print hard copies