

MEETING 7

Date: 8th Feb 2020

Location: Templeman Library

Time: 6pm - 8pm

Discussion of meeting:

- The first progress review (of the stage) was conducted and the previous tasks (assigned during the last meeting) were reviewed (see progress review 1 of the review document).
- General discussion took place regarding our overall progress and any allowances (for additional time for task completion) were made (and recorded in the review document).
- The next batch of tasks were assigned to members of the project team (see below) and this was appended to the task schedule document.

Tasks set and to whom:

Task name	Assigned to:	Expected completion date
JUnit test documentation	George Daskalakis	11/02/2020 (to be reviewed at next progress review)
Task schedule documentation amendments	Jamie Knott	11/02/2020 (to be reviewed at next progress review)
Gantt chart for stage 3	Sam Prowse	11/02/2020 (to be reviewed at next progress review)
Version control document	Jamie Knott	11/02/2020 (to be reviewed at next progress review)

Members Present: Sam Prowse, Aum Desai, Jamie Knott and George Daskalakis