MEETING 8

Date: 11th Feb 2020
Location: Class workshop
Time: 9am – 10am

Discussion of meeting:
- The second progress review (of the stage) was conducted and the previous tasks (assigned during the last meeting) were reviewed (see progress review 2 of 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
Java source code first draft	George Daskalakis, Aum Desai	14/02/2020 (to be reviewed at next progress review)
Criteria document	Jamie Knott	14/02/2020 (to be reviewed at next progress review)
Junit test document (improvements)	George Daskalakis	14/02/2020 (to be reviewed at next progress review)
Gantt chart (improvements)	Sam Prowse	14/02/2020 (to be reviewed at next progress review)
Software testing document	Jamie Knott	14/02/2020 (to be reviewed at next progress review)

Members Present: Aum Desai, Sam Prowse and George Daskalakis
Members absent: Jamie Knott
Absence justification: Faulty travel arrangements meant arriving too late