**Minutes for meeting on the 14th of February.**

Present:

- Yermek Abdramanov

- Mohammed Alhawaj

- Ashwath Amarnath

- Simon Baker

- Thomas Greening

- Redwan Hamoh

- Ali Al-Boainain

Not Present:

- Jaime Stamp

What was discussed:

-What has been done so far

-Deadline on week 7

-Design plans

To be done before the next meeting:

Analysis

-Project introduction

- A completed electronic copy of the flow of events

- Phase plan

Design

- Use cases and class diagrams

Programming

- Use cases and class diagrams

- Website

Quality Assurance

- Understand and start to implement version control

- Conflict resolution plan

- Organisation plan

At next meeting:

- Peer assessment plan

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**Minutes for meeting on the 16th of February.**

Present:

- Yermek Abdramanov

- Mohammed Alhawaj

- Ashwath Amarnath

- Thomas Greening

- Redwan Hamoh

- Ali Al-Boainain

- Jaime Stamp

Not Present:

- Simon Baker

What was discussed:

-What needs to be done for Tuesday

-Peer assessment plan (0.5-3% reduction depending on severity of missing work)

To be done before the next meeting:

Analysis

Ali

-Project introduction

Ash

- Phase plan

- A completed electronic copy of the flow of events

Design

Jaime & Simon

- Use cases and class diagrams

Programming

Thomas Greening

- Use cases and class diagrams

Mohammed alhawaj

- Website

Quality Assurance

- Understand and start to implement version control

Yermek: Conflict resolution plan

Redwan: Organisation plan

At next meeting:

- What we plan to deliver