Meeting 2 17/08/2015

12:30 pm

Minutes

Scribe: Lyndon

Attendees

Ryan

Josh

Lyndon

Away:

Dhil

Actions

Ryan – going through week 2 question

Josh – learning how to use git for file management

All – going through week 2 tasks (determine the questions going to be asked)

Josh – consent form

Ryan – book room for next week

Josh or Dhil – Gantt chart

Dhil – start on week 3 stuff

**Discussion**

Rotating through being scribe for minute meetings

Questions to interview people with

Management issues – gantt chart

File management – git

Meeting place for next week

Go through week 2 tasks.

**Task needed to be done**

Finish up task 1.1 – Ryan

Finish up 1.4 – Lyndon (combine Dhil’s part with first two parts and also josh part 1.4 part 4 ) and re-submit through doubtfire

Task 2.1 – josh

Task 2.2 – josh

Credit task 1 – all

Task 2.3 – affinity diagram (look into popplet) – Ryan, Dhil

Week 3 tasks – read all required documents before next class so that we can easily assign every team member a task to do for the coming week)

**Roadblock**

Finishing task on time and catching up with tasks

File management still setting up

Determine documentation style in terms of how the tutor wants the documents to be written

Finished at 1:53 pm