

Title: Meeting 6

Date: Monday 8th April 2024 & Tuesday 9th April 2024

Time: 21:00-21:45 (Monday 8th) & 17:00-19:00 (Tuesday 9th)

Location: Online (Discord)

Chair: Maheen Matin

Agenda:

x) Point - Owner

- 1) Minutes of the last meeting - Maheen
- 2) Introduction to meeting structure (list of all agenda points) - Maheen
- 3) Discuss and produce a list of tasks that need to be completed for the code demo - William
- 4) Assign individual tasks for the code demo - William
- 5) Determine deadlines for tasks throughout the week for the final deadline on Monday - Maheen, William
- 6) Any other business - Maheen
- 7) Date of next meeting - Maheen

Minutes:

-Proposed by chair - to be formalised at next meeting

Members present:

-Betul Cilenk, Adam Hussain, William Leslie, Maheen Matin, Martinson Yan

Topics discussed:

- 3) The tasks required for the code demo were discussed in great detail
- 4) Potential individual tasks were discussed and assigned
- 5) Deadlines throughout the week were established

Decisions made:

- 3) Each programmer was given a list of individual tasks
- 4) Adam is assigned to data visualisation, William to back-end, Maheen to front-end and Martinson to database
- 5) All programmers have a deadline of Friday 7pm

Actions:

- Adam, William, Maheen and Martinson will meet on Friday at 7pm to discuss their progress with their respective tasks
- Adam will work on the "Sales" section (data visualisation)
- William will begin working on the back-end functionality
- Maheen will work on the agreed parts of the GUI
- Martinson will continue working on the database

Miscellaneous:

- William will merge the changes from the individual members after Friday's session, then add the remainder of the back-end functionality on Saturday
- Sunday will be used for testing and preparing for the code demo