



SplitSmart Group 3

Meeting Date: 5/24/23

Minutes Prepared By: Cristian Balan

Purpose of Meeting:

- Begin work on the Software Project Plan
 - Complete Risk Management
 - Complete Team Structure
 - Begin Project Estimation
 - Begin Project Schedule
- Discuss Team Roles throughout the project going forward
- Come up with any questions related to the SPP to bring up with Professor Tommy

Attendance at Meeting:

Name	Team
Cristian Balan	Group 3
Zane Richards	Group 3
Xavier Evans	Group 3
Leonardo Diaz	Group 3
Nick Azzouz	Group 3

Meeting Notes, Decisions, Issues:

- Worked cooperatively on sections of the project planning document.
 - Completed the section on risk management
 - Began outlining the section on project estimation
- Considered negating user/admin permission for functionality as SplitSmart allows 'admin-like' permissions for all users in a group.



- E.g., any user can remove another user within a group, as long as their outstanding balance is \$0.00

Open Questions, Tabled Items, Outstanding Issues:

- Discuss with the group which softwares and tools we will be utilizing to implement this project.
 - Strongest languages are C++ and Python
 - Visual Studio Community for IDE?
- Create the Gantt chart and get a screenshot of the pie graph and total cost
- Does the Gantt chart belong in project estimates or project schedule?
 - Email professor and TA for clarification
- Who will want to present and what information will they like to present?
- Update group member Nick on what was discussed during this week's meeting.
- How would we go about implementing a friend list/contact list?
 - Dynamic array that stores the names of those you became friends with?

Action Items:

Action	Assigned to	Due Date	Status
Upload Meeting Notes	Cristian	5/28/23	Completed
Team members discuss and finalize on the risk portion of the Software Project Plan.	All	5/31/23	Completed
Team members discuss and work and finalize the team management portion of Software Project Plan.	All	5/31/23	Completed
Team members discussed and began work on Project Estimations.	All	5/31/23	In Progress
Created questions to ask Professor Tommy in regards to the project.	All	N/A	In Progress



Next Meeting:

Target Date:	Time:	Location:	Objectives:
5/29/2023	TBD	Zoom	<ul style="list-style-type: none">• Review and finalize the Software Project Plan Document• Prepare Powerpoint Presentation to be presented on 5/31
5/31/2023	7PM	Zoom	<ul style="list-style-type: none">• Tentative pending what needs to be done following the Project Plan Presentation.