SplitSmart Group 3

Meeting Date: 5/17/23
Minutes Prepared By: Cristian Balan

Purpose of Meeting:

- Begin work on the Software Project Plan
  - Complete Introduction
  - Begin Risks
  - Begin Team Structure
- 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.
- All group members created accounts for SplitWise to get a better understanding of the functionalities for this project.
  - Observed the process for creating/deleting a group.
  - Observed the process for adding/removing friends.
  - Observed the payment process for fulfilling a request.

Open Questions Tabled Items, Outstanding Issues:

- Find out what the TA's email is so we can include him on the GitHub Repo.
- Should we assume we are interacting with a client?
  - Do we mention throughout the project that we will be communicating with a faux client?
- 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	5/21/23	Completed
Team members discuss and work on the introduction portion of the Software Project Plan.	All	5/31/23	Completed
Team members discuss and work on the risk portion of the Software Project Plan.	All	5/31/23	In Progress
Team members discuss and work on the team management portion of Software Project Plan.	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:
5/24/2023	7PM	Zoom	- Each team member looks into and reviews the risk management portion of the project. - Each member looks into and reviews the staff organization portion of the project. - Discuss topics from lecture and how it relates to the project planning document.