**Note:**

1. Please make sure you complete this Report related to each meeting for your Practical Project – Iteration 1 below.

2. Once completed, convert this content to readme.md (GitHub).

Practical Project - Iteration 1

Group Meeting Report

|  |  |  |
| --- | --- | --- |
| Notice of Meeting and Agenda | DateTimeLocation | :25th Septeber: 9:00am:401-ZYU |

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| --- | --- | --- | --- |
|  | | | |
| Sponsor: | Cassie | Name of Group: | Group 29 |
| Group Lead: | Zora | Note taker: | Cassie |
| **Attendees:** | Chloe&Flames | | |
| **Absent:** | None | | |
| **Please bring:** | Laptop | | |
| **Agenda items:** | 1. Stakeholder register 2. Personas 3. Convert information to Markdown | | |

# Minutes

|  |  |  |  |
| --- | --- | --- | --- |
| Agenda Item 1: | Project life style | Presenter: | Zora |

#### Discussion:

We talked about how to download git, and read the material,then we divide the work.

#### Conclusions:

We all know about the git and download it, and know something about project life cycle.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Find information | Chole&Flames | 13thSeptember 2021 |
| * Organize information | Cassie | 13thSeptember 2021 |
| * Write information | Zora | 13thSeptember 2021 |

|  |  |  |  |
| --- | --- | --- | --- |
| Agenda Item 2: | Paradigms&Models | Presenter: | Cassie |

#### Discussion:

We watch the ppt and learn to explain the meaning of paradigm and models in software engineering.

#### Conclusions:

We all Identify the six most popular software development models and explain the main differences amongst software development models.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Choose and apply suitable models | Zora | 19thSeptember 2021 |
| * Organize models | Chole&Flames | 19thSeptember 2021 |
| * Complete models | Cassie | 19thSeptember 2021 |

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| --- | --- | --- | --- |
| Agenda Item 3: | Agile Methods | Presenter: | Chloe |

#### Discussion:

we learn about the most popular agile models used in the IT industry. We also be able to describe their characteristics and significance to IT projects.

#### Conclusions:

We learned branches and merges and know how to operate it.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Identify the five most popular agile methods practised in the IT industry. | Cassie | 25th September 2021 |
| * Explain the main differences between different agile methods. | Zora | 25th September 2021 |
| * Choose and apply a suitable agile model for a given scenario. | Chole&Flames | 25th September 2021 |

# Other Information

#### Resources:

Websites and reading material

#### Date of next meeting:

11st October 2021