**Meetings**

## *Report 1 - 24/01/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All

|  |  |  |
| --- | --- | --- |
| **Name** | **Email** | **Role** |
| Natalia Flindall | nf7797t@gre.ac.uk | Information Architecture Lead / Engineer |
| Aleksandrs Krivickis | ak7993g@gre.ac.uk | Scrum Master / Engineer |
| Jake Marchant | jm1727g@gre.ac.uk | Product Owner / Engineer / Designer |
| Nisheeka Nynan | nn1459j@gre.ac.uk | Test Lead / Engineer / Front-end |
| Sam Town | st2645h@gre.ac.uk | Data Architect / Engineer |
| James Dodd | jd9865y@gre.ac.uk | Data Architect / Engineer |

**Discussions**:   
We began with an introduction of all members and decided on Scrum Master (Aleksandrs) and Product Owner (Jake). We seem to have a well rounded group that can focus on different areas of the project.

The first stage was to see what programming languages everyone was comfortable with which led us to decide the our project will use the following technologies:

* PHP
* MySQL
* Bootstrap

We then decided on GitHub for version control & Trello as the way to view our progression:

**VCS:** <https://github.com/aleksandrskrivickis/comp_1640_idea_collection_system/>

**Kanban:** <https://trello.com/b/xC7CBjBU/coursework-board>

After sorting the methods which we will use, a list of uncertainties we had with the requirements was created, which Jake spoke to the customer to clarify on. Finally, with a better understanding of the specification, we evaluated each item's difficulty by playing scrum poker (available in the product backlog).

**Tasks for next week:**

* Designs for database
* System Architecture
* Website interface designs
* Team name
* Creating vcs and GitHub repositories

## *Report 2 - 31/01/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All

**New Members**:

|  |  |  |
| --- | --- | --- |
| **Name** | **Email** | **Role** |
| Anirudhan Anbuchezhian | aa0854y@gre.ac.uk | Engineer / Front-end |
| Johan Rodriguez Garcia | jr3007p@gre.ac.uk | Engineer / Front-end |

**Activities from last week:**

* Database designs - Sam and James
* Website designs - Natalia and Nyneka
* System architecture designs - Aleksandrs
* Implement agile scrum - Aleksandrs
* Github repository - Aleksandrs
* Hosting done - Jake
* Logo done - Jake
* Team name - CTRL ALT DELETE

**Discussions**:

We discussed the activities we were working on and completed last week. Afterwards, we made a group decision to create our own university to give us more freedom on designs, colours, patterns and structure. We then created user stories and determined which actor needs a particular requirement. Lastly, we reviewed the designs done by both Natalia and Nyneka to see how the interface should when developing.

**Desktop prototype:** <https://k23tr4.axshare.com/#id=6kr2iu&p=login_register>

**Mobile prototype:** <https://jagx9j.axshare.com/#id=6kr2iu&p=login_register>

**Tasks for next week:**

* Continue to add to the user stories
* Research into frontend interfaces
* Create burndown chart
* Create a database and entities
* Research into legal/ethical database implementation
* Code frontend login/registration page

## *Report 3 - 07/02/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All - (Sam over video call)

**Activities from last week:**

* Database created and entities added on phpMyAdmin - Sam and James
* Database legal/ethical research - Sam
* Login and Registration page (Done but has bug) - Nyneka, Anirudhan and Johan
* Problem making burndown chart - Aleksandrs
* User stories updated - Sam and James
* Sorted hosting service - Jake
* Designs updated - Natalia

**Discussion**:

We began by talking about the activities that we worked on last week and some of the issues faced. Aleksandrs wasn't able to find a burnout chart for the group so he has decided to create one using python. Jake made some slight alterations to the hosting and explained why it needed to be done. Sam and James went through the database then explained how the tables connected. Nyneka went through the login/registration page and explained that there was a bug on the mobile version that will need to be fixed. Sam and James also brought up all the user stories and the group was agreed that the majority can be considered done.

**Tasks for next week**:

* Create functionality for login/registration page
* Create test cases for program
* Validate colour scheme
* Create a burndown chart
* Create a skeleton
* CRUD class

## *Report 4 - 14/02/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All

**Activities from last week:**

* Burndown chart created - Aleksandrs
* Functionality of login/registration - Anirudhan and Johan (Still working on)
* CRUD class created - Sam and James
* Guidelines for website - Natalia
* Test cases created - Nyneka
* Colour scheme validation

**Discussion**:

During this week's meeting, we talked about the work we had done over the past week. Aniruden and Johan had a problem with the functionality and will continue working on this this week. Aleksandrs went over the burndown chart he created and how much work would need to be done on a weekly basis to complete the project on time. Sam and James talked about the database class, how to connect to it, and the functions in place to make the database more secure. James also talked about implementing PDOs to the database and we all agreed it would be beneficial to the project. Sam will be helping with the development of the pages and creating an admin area for next week.

**Tasks for next week**:

* Adding PDO to the database
* Creating an admin area
* Creating a view ideas page
* Continuing login/registration

## *Report 5 - 21/02/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All

**Activities from last week:**

* PDOs added to database class - James
* Admin area created - Sam
* Functionality login/registration done - Anirudhan and Johan
* View ideas page interface done - Jake
* Refactoring of code - Aleksandrs
* Logout class added - Sam

**Discussion**:

This week we went over the current phase of the program and what can be considered vital for the website. After this, we went over the work we completed last week. James implemented PDOs to the database and gave a list of methods to be called from the database class. Anirudhen and Johan completed the login/registration page and Nyneka will test the functionality. Sam created the admin areas and also made a logout class that when called, will destroy the user’s session and return them to the home page. Aleksandrs was refactoring the code as some files where html and needed to change to php. It was also brought up that the current way the database implements thumbs up/down didn’t take into consideration if a user alters their decision, which will need to be changed.

**Tasks for next week**:

* Adding a navigation bar
* Continue testing and documentation
* Change in database for thumbs up/down
* Comments page

## *Report 6 - 28/02/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: Aleksandra, Nynan, Sam, James

**Activities from last week:**

* Navigation bar created - Sam
* Thumbs up/down code created - Jake
* Adding comments - Anirudhan and Johan
* Testing - Nyneka

**Discussion**:

We looked over the burndown chart to see where we were currently at with progression and it seemed we were currently ahead of schedule. Jake will be moving the work currently on github to our hosting service. Sam went over the navigation bar created to reduce code and sort the issue of a staff/admin menu bar. We went over the trello board and assigned cards to everyone who was unable to make it this week.

**Tasks for next week**:

* Transitioning the website from the U: drive to our own website.
* Create password encryption.
* Improvements to manage user page
* Adding more functions to database class

## *Report 7 - 06/03/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All

**Activities from last week:**

* Move website to our server - Jake
* Manage\_user page done but needs CSS improvements - Sam
* More functions added to database - James
* Problem making password encryption - Anirudhan and Johan
* Working on testing - Nyneka

**Discussion**:

We were given the new requirements this week, as a result we focused on putting these items in the product backlog based on importance to the project and numbered based on how difficult we perceived them. Before breaking the items into smaller tasks for the team to work on, we went over the work done over the past week. Manage\_user page was improved but still needs some CSS improvements which Nyneka said she will do. There was a problem implementing the password encryption with a salt so this will be done within the next few days. After this, work was delegated to everyone to ensure the new requirements could be met.

**Tasks for next week**:

* Alter database to include new requirements
* Alter changes within the website
* Finish password encryption

## *Report 8 - 13/03/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All

**Activities from last week:**

* Last logged in functionality added - Sam
* Database and functions updated - James
* Statistics and reports page in progress - James
* Encryption done - Anirudhan and Johan
* Started work on reporting inappropriate posts - Jake, Nyneka
* Slight changes in designs to reflect requirements - Natalia

**Discussion**:

This week we began by going over the work completed last week. Anirudhan and Johan had the encryption sorted and tested it on the login/registration page. Sam added the last logged in functionality on the index page when a user logs in. James updated the database to reflect the new requirements and added some functions onto the database class. Jake and Nyneka began work on reporting inappropriate posts whilst Natalie made the changes in the designs. Aleksandrs was helping everyone and was also working on some of the pages that needed improving.

After our discussion about our previous work, Jake went to ask some questions to the customer that we felt needed some clarification. From this, we decided on how to implement the customers clarifications into the project and set tasks for everyone to do.

**Tasks for next week**:

* Ensuring the website can be considered done.
* Joining email functionality works correctly.
* Adding statistics page.
* Migrating database from university database to hosting database.
* Update trello with new cards

## *Report 9 - 20/03/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All - (group call)

**Activities from last week:**

* Now hosting database - Jake
* Trello updated - Aleksandrs
* File downloading and forum csv downloading - James
* QAC notification email done but needs integrating with idea page - Sam
* Testing some of the new features - Nyneka
* Continual improvements to functionality - Anirudhan and Johan

**Discussion**:

Due to the current pandemic, the group have decided to conduct all further meetings via google hangout (this was sorted by Aleksandrs). The main discussion was on what essential parts of the website still needed to be done to the definition that we have set. From this we all took sections that needed to be completed and planned a meeting for the next day to see how far we have progressed in the last 24 hours.

By using google hangout we can also view each other's screens, which gives a better indication of what the team member is working on and when possible help when they are stuck on a task.

**Tasks for next week**:

* Ensuring essential parts of the website are done by both frontend and functionality.
* Continual testing

## *Report 10 - 25/03/2020*

**Minutes**: 14:00 - 16:00

**Attendance**: All - (group call)

Activities from last week:

* Completing the website - everyone

**Discussion**:

The main discussion of this week was to go through each requirement and test all parts of our website as a user, in all situations (non logged in staff, logged in staff, admin). We were able to do this through Aleksandrs’ computer via google hangout. Apart from this, we decided to split the team into two groups, Sam and James will review the repository and report to ensure that everything that is required is there and correct any grammar mistakes. The rest of the team will make some small changes to the website to improve its aesthetic. Once these are both done, we will upload the screencast and report this week.

**Tasks for next week**:

* Completing website for preparation of screencast
* Completing testing report