

Date: 4th of March 2024

Location: Westminster Library (Physical Meeting)

Time: 18:00 - 18:30

Attendees:

- Romain Charles Kuhne: w1972584
- Al Masum: w2012132
- Mobeen Raja: w1803881

Absentees:

- N/A

Agenda:

- UML design discussion and viewing.
- Time management.
- Testing.
- Code development.

Topic of Discussion:

- UML design alterations were made after Charles had realised changes had to be made before development could begin and so after discussing changes as a group, there was a verbal agreement on the changes and Charles was tasked with updating the UML design.
- Discussion of the frequency of meetings as we realised our group was made very late and so we decided on a date for regular meetings.
- Talks of the ideal amounts of tests that would possibly be carried out, the number that was floating around was around 15 by Mobeen but as he mentioned there is no sure way to know as the application development process is dynamic and so the testing and fixing of errors was a

recurring process and so we all agreed on focusing on creating a test layout first.

- Code development was the focus of this meeting as we wanted to finalise the design so the development could begin and so we gave a soft deadline for the code development for the following weekend.

Actions Taken:

- Test layout creation (Mobeen Raja).
- UML design changes (Romain Charles Kuhne).
- Code development (Al Masum).

Project Manager's Notes:

- Soft deadline for code development is set for 10/03/2024.
- Respectful session with all involved being professional.
- Time set out for regular meetings has been set to Mondays 18:00 onwards.

Next week's agenda:

- Progress check of code.
- Discussion of testing.
- Analysis of time management.