Project: Group Project 06

Meeting: Meeting 6

Persons present: James Beech, Jack Harding, Jordan Springett, Steve Norwood, Luke Dearden, Dan Hodgkins, James Elliott, Michael Kitchen, Anand Gill,

Persons absent: Charlie Parr (No excuse), Jan Kumanek (Holiday)

Place and date of meeting: C165, 28th October 2014

Circulation list: All project members, plus project manager

Author: Steve Norwood

Date of minutes: 31st October

Version: 1.0

*Matters Arising*

**Project Plan**

Handed in to project manager Neal on time, all okay

**Absences**

Last warning to be given to Charlie about attendance, as he has only turned up to one meeting and not contributed to the project as of yet.

Action: jah91

**Blogs**

All blogs must be made, and a link of all blogs must be made on GitHub, and sent off to Neal.

Action: all, sjn3 to send

*New Business*

**New Deliverable**

Test specification is the next thing to deliver, deadline 11th November. Everyone must read SE.QA.06 Test procedure standards for Friday, and everyone must read the Requirements Specification and note down a list of tests that could be made for your specific part of the system

Action: all

**Plant species list**

Work out how to deal with the .txt file we must read from. Jordan will write a script for this.

Action: jos60

*AOB*

**N/A**