**Interim Submission Development**

**Minutes of team meeting**

**29/11/2023, SMB 109**

**Present:** All members

**Meeting Purpose:** Progress check, work session, fixing docker set up

**Previous Actions:**

* Further research for the foundation of the project (leading up to MVP)
* Development of website
* Design of database
* Further competitor research

**Regular Actions:**

* Check all current live documents, updated if needed
* Progress seems to slightly ahead of target

**New Items:**

* 14:00 All attending
* 14:07 Fixing/migrating sprint plan - still on the Monday website, now on student plan (Ben)
* 14:08 Figma web design prototype for phone (Ben)
* 14:09 Further architecture documentation (Will)
* 14:10 Storage controller design (Will)
* 14:10 Setting up Docker Containers (Eli)
* 14:15 Adjusting ERD for main database (Riley)
* 14:30 Creating normalisation of database from UNF to 3NF (Riley)
* 14:35 Discussion to make sure everyone understands all parts of the system (Group)
* 15:00 Incorporating risk management into sprint plan (Ben)
* 15:53 Creating field definition grid for database (Riley)
* 16:18 Initial docker file and image set up (Will & Eli)
* After group discussion, it was left to Will & Eli to fix the docker issue as they had the most experience with it

**Next Meeting:**

* 4th December 2023, Smeaton Building, Room 109. Progress check and work session