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| **MEETING MINUTES** | | | |
| **Project Name** | SoftwareRanked++ | | |
| **Meeting Name** | Project Collaboration Diagramming | | |
| **Meeting Facilitator** | Shahzil Siddiqui (Project Manager) | | |
| **Meeting Details** | Discuss the presentation, report, commercial details, and delegate tasks | | |
| **Meeting Invitees** | Nathan Cameron (GitHub Manager)  Vida Pathan (Research Manager) | | |
| **Minutes:** | | | |
| **Topic** | | **Summary of Discussion/Decision** | |
| Presentation | | * Have a project idea refresher (project idea, reason, who). * MVC, lo-fidelity diagram, show Kanban, discuss feedback * Demo the project: login/log out, header and navigation, submit ranking, view language detail, view ranking only homepage * Reflection: cover one question per group member | |
| Project Report | | * Created the general structure of the report, starting with: Project Introduction (what, reason, who) – 1 page * Initial Documentation and Diagrams – 1.5 pages * Feedback Section – 0.5 pages * Software Development (tech used, processes, MVPs, user interactions) – 1.5 pages * Conclusions: goals achieved (MVPs), obstacles (covid, languages: c++, c#), reflections – 1 page * Citations and Resources | |
| Commercial | | Showing young developer struggling while preparing to start a software project. Meanwhile, software guru ranks a coding language. Developer uses SoftwareRanked to decide on using python and receives a 100% from professor. | |
| **Action Items:** | | | |
| **Description of Action** | | **Assigned to** | **Date Required** |
| Presentation: reason of Project introduction, low-fidelity, feedback, 1 reflection question | | Shahzil Siddiqui | 27th of November |
| Presentation: Project idea, Kanban (show MVPs), demo project, 1 reflection question | | Nathan Cameron | 27th of November |
| Presentation: the who, MVC diagram, 1 reflection question | | Vida Pathan | 27th of November |
| Project Report: Title Page, Project Introduction (what, reason, who), initial documents and diagrams | | Shahzil Siddiqui | 30th of November |
| Project Report: Table of Contents/Figures, Feedback, Software Development (technology used, processes, user interactions) | | Nathan Cameron | 30th of November |
| Project Report: Conclusions (Goals achieved, obstacles, reflection), Citations/Resources | | Vida Pathan | 30th of November |
| Commercial: individual part recording | | Nathan Cameron | 1st of December |
| Commercial: individual part recording | | Vida Pathan | 1st of December |
| Commercial: Commercial: individual recording. Stitching and editing | | Shahzil Siddiqui | 1st of December |