

# Battleship Project Meeting | MINUTES

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Meeting date | time 22/3/2018 | 3:00pm | Meeting location Swinburne University EN310

Meeting called by	Pasindu Ashen Devinda Wijayapura	Attendees:
Type of meeting	Battleship Project Meeting	Endru Joshua Quang Huy Bach
Facilitator	Pasindu Ashen Devinda Wijayapura	
Note taker	Carey McManus	

## AGENDA TOPICS

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Time allotted | 10 Minutes | Agenda topic Roles | Presenter Ashen

Decision on who is going to take on which tasks for the project

Action items	Person responsible	Deadline
Setting up Trello Board	Huy	29/3/2018
Setting up Toggl team project	Ashen	29/3/2018
Uploading the VB.Net code base to Github	Ashen	29/3/2018
Researching tools that can be used to convert VB code to C# code	Endru and Huy	7/4/2018
Researching suitable coding standard	Ashen	7/4/2018
Creating list of files with detailed descriptions	Carey and Huy	7/4/2018
Identifying TODO, BUGs, FIXME in code base	Carey	7/4/2018
Determining quantity and quality of documentation in code	Endru	7/4/2018

Discussion around other items related to the project for which no decisions to be made

Action items	Person responsible	Deadline
Everyone needs to download the old code and make sure they can run it	Everyone	27/3/2018
Need to find and list functional issues. What works the way it should and what doesn't	Everyone	7/4/2018
A list (on wiki) should be created to keep track of any extension ideas and new features that could be added, this should not include bugs to fix.	Everyone	7/4/2018

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