Kick Off Meeting Minutes

Cyber Security Project

Date: April 20, 2016

Agenda:

1. Meet Team Members
2. Establish Roles for the Project
   1. Sprint 1
      1. Chris Bassar
         1. Project Owner/Manager/Scrum Master
         2. Developer
      2. Jared Rauch
         1. Developer
         2. GitHub Manager for entire project
      3. Thomas Gorney
         1. Doxygen/ Documenter
         2. Developer
      4. Jason Weisner
         1. Developer
         2. Miscellaneous
3. Exchange Information
   1. Jared Rausch
   2. Chris Bassar
   3. Thomas Gorney
   4. Jason Weiser
4. Read over Assignment
   1. Project BreakDown
   2. Component Parts
5. Preliminary Discussion
6. Agile Stories/UML
   1. Develop PseudoCode-Each member will draft their own ideas
   2. Discussion by team on components
7. Data Storage/ Manipulation
   1. Considered SQL
      1. Voted against due to skill level of team
      2. Dynamic Array
      3. Database/file browser
      4. Administrative Functions
      5. Pamphlet Requirements
8. Started QT Layout
   1. Based on Preliminary Requirement Discussion
9. Action Items for next meeting
   1. Prepare Project Study Report (Budget) by Checkpoint 1
   2. Prepare Project Design Report (UML/PseudoCode) by Sprint 2.
   3. Establish preliminary Testing Plan
   4. Final Testing Plan by Start of Sprint 2.
   5. Each team member will develop 10 Agile stories
      1. Vote on Best at the next meeting
   6. Code Uniformity will be decided by 2 meetings from next.