

LOOP MANIA

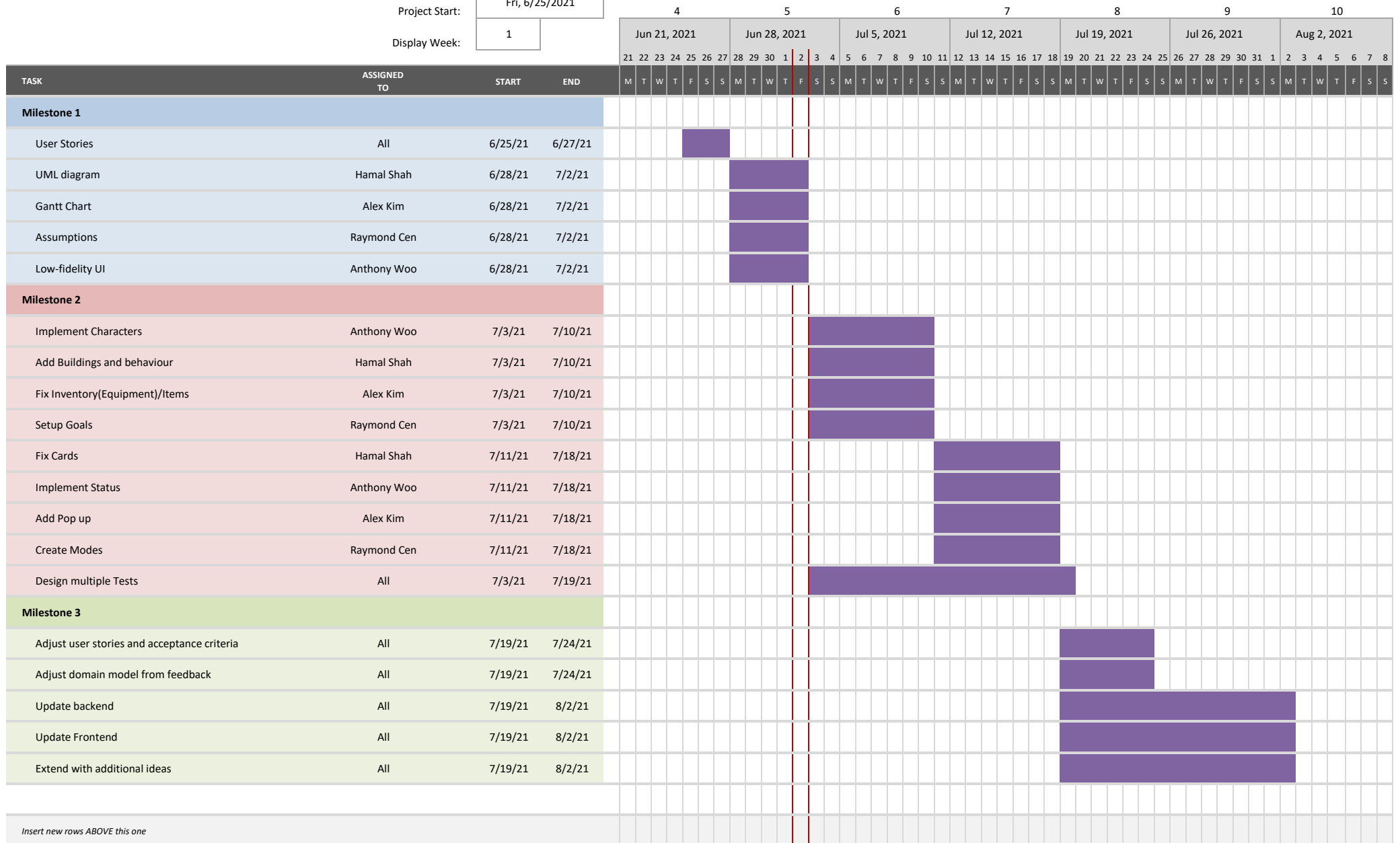
COMP2511 Major Project

Alex Kim, Anthony Woo, Hamal Shah, Raymond Cen

SIMPLE GANTT CHART by Vertex42.com

<https://www.vertex42.com/ExcelTemplates/simple-gantt-chart.html>

Project Start:	Fri, 6/25/2021	
Display Week:	1	



Meeting Minutes

COMP2511 Major Project - Loop Mania

Week 4

25/6/2021

General Details

Agenda	Debrief on Project		
Start Time	2 pm	End Time	4 pm
Attendees	Alex Kim, Anthony Woo, Hamal Shah, Raymond Cen		

Discussion Points

Topics	Highlights
Breakdown	Read through specification to understand and see different perspectives
Milestones	Look at all Milestones and see what is needed to be completed
Marking Criteria	Plan what is required to complete Milestone 1

Meeting Actions

Action	Target Date
Write up multiple Epic and User stories	27/6/2021
Think about what section everyone wants to do	27/6/2021
Schedule weekly meetings	27/6/2021

27/6/2021

General Details

Agenda	Epic and User stories		
Start Time	5 pm	End Time	7 pm
Attendees	Alex Kim, Anthony Woo, Hamal Shah, Raymond Cen		

Discussion Points

Topics	Highlights
User Stories	Discuss necessary user stories for project
Roles/Tasks	Assigned roles/tasks to individuals

Meeting Actions

Action	Target Date
Refine Epic and User stories	2/7/2021
Complete tasks assigned (UML, Gantt Chart, UI, Assumptions)	2/7/2021

Week 5

2/7/2021

General Details

Agenda	Finalise Milestone 1		
Start Time	2 pm	End Time	4 pm
Attendees	Alex Kim, Anthony Woo, Hamal Shah, Raymond Cen		

Discussion Points

Topics	Highlights
Tasks	Show what we have completed and give feedback
User Stories	Adjusted some stories and personal tasks to maintain consistency
Feedback	Improve personal tasks from feedback given by tutor

Meeting Actions

Action	Target Date
Complete and submit Milestone 1	2/7/2021
Start getting a feel for code to do Milestone 2	4/7/2021