THE UNIVERSITY OF NOTTINGHAM NINGBO CHINA

SOFTWARE ENGINEERING GROUP PROJECT

2020 TEAM 17

Basic Information	
Meeting name	Weekly formal meeting with supervisor
Date	27 - Oct - 2020
Time	09:00 – 10:00
Venue	PMB 433
Goal	Achieve agreement on Requirement
Chairperson	Yizirui FANG
Secretary	Hongming PING
Attendance	
Team Attendee	Shihui QUE, Yizirui FANG, Shengnan HU, Hongming PING, Qiyuan WANG
Supervisor Attendee	Matthew Pike,
Absent	
Late	
Early leave	
Meeting Summary	
Matters Arising from Previous Meeting	
Minutes of last meeting	NO
Matters arising	NO

Chair's Business	
Issues	**Result**
Use Case, Activity, State Diagram	Matt: 1. Use case diagrams should not include "include" and "extent" patterns. 2. The point is to show (pathway) how system interacts with users. No disagreement of other diagrams. All Requirements are confirmed.
Government user specification	Government user should include two types which are common user who only gets information of road surface from the system, and administrator who has the highest permission to the system.
Open Issues	
Issues	**Result**
Specification	The sequence diagram would be generated in this week. And prototype for both low and high fidelity would be published in two weeks. We are supposed to further and fully understand specification during this period.
Q & A	
Issues	**Result**
NO	NO
Comment	
Issues	**Result**
Prototype	Matt: Compared with documents and diagrams, prototype takes up more percentages. We are supposed to provide prototypes with high fidelity as first trial to coding.
Group web page	Matt: The profiles of members should better be real images. The minutes of meeting should be accessible on the web for

	Dave.
Implementation	Matt: We are recommended to code as early as possible, since the development on Android and IOS are totally unfamiliar to us as our first trail to this, that coding and developing could be struggling.

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