# CSCI222 Group 4 - Meeting Minutes

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| Date and Time | 29th August 2016, 4:30pm |
| Location | Building 3, University of Wollongong |
| Attendees | Kieran MacRae, James Nicholls, Clare Phelps, Brendan Tease, Jian Man |
| Absent | N/A |

## Agenda Items

* Jian Man discussed the implications of using MySQL and also Qt. The project will need to be open source to keep it free for development and release, however a closed source implementation could be considered if the costs are accounted for.
* Check in with all currently in progress tasks, all team members appear to be on schedule and will finish on time.
* Assigning new report tasks to group members:
  + Introduction and overall description of the system assigned to Clare Phelps, deadline 4th September.
  + Requirements specification, Interfaces and Usability assigned to Kieran MacRae, deadline 4th September.
  + Design Constraints assigned to Brendan Tease, deadline 4th September.
  + Licencing requirements assigned to Jian Man, deadline 4th September.
  + The functional requirements specifications will be divided as follows:
    - Administrator functionality assigned to Jian Man, deadline 4th September.
    - Developer functionality assigned to Kieran MacRae, deadline 4th September.
    - Reviewer and Generic User functionality assigned to James Nicholls, deadline 4th September.
    - Triage functionality assigned to Brendan Tease, deadline 4th September.
    - Reporter functionality assigned to Clare Phelps, deadline 4th September.

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| Action item | Responsible Members | Deadline | Status |
| Licencing and Use of MySQL and Qt | Jian Man | 29th August | Complete |
| Business Case | Brendan Tease | 2nd September | In Progress |
| Gantt Chart | Kieran MacRae | 2nd September | In Progress |
| Budget | Clare Phelps | 3rd September | In Progress |
| Storyboard of Prototypes | Kieran MacRae,  James Nicholls | 2nd September | In Progress |
| Database Design | Jan Man | 3rd September | In Progress |
| Risks and Countermeasures | Kieran MacRae | 3rd September | In Progress |
| Remake Use Case Diagrams | James Nicholls | 3rd September | In Progress |
| Domain Model | Jian Man | 3rd September | In Progress |