# Brief Meeting Minutes

## 6th February

**Agenda**

Discussion of project plan and refining of case study

**Outcome**

Brief plans were made on the project plan but more will be discussed in the next meeting and a document has been created containing notes gathered on a look through of the case study.

**Plans for next meeting**

Complete the project plan and gain an understanding of the VF1 framework

## 8th February

**Agenda**

Brief review of the documents from last week and building the data model

**Outcome**

Group is now level on knowledge of the case study and a early version of the vf1 has been created missing a lot of fields and having a few issues in the code agreed ERD has also been created, the project plan was not completed.

**Plans for next meeting**

Complete project plan, work on issues within vf1, verify ERD.

## 10th February

**Agenda**

Work on project plan and data dictionary

**Outcome**

VF1 issues from previous meeting where resolved between the 2 meetings, a draft data dictionary was completed to be completed next meeting with the input of the fields into the main database, a more detailed has been created with more planned to be worked on next meeting. A draft ERD was also started

**Plans for next meeting**

Input data fields into the main database, complete the data dictionary and finish project plan.

## 13th February

**Agenda**

Create main database, complete data dictionary, create SVN system, create diagram to show workflow in project.

**Outcome**

Main database fields have been added to the database and with that the data dictionary and ERD have been completed according to the current design.

**Plans for next meeting**