

# Meeting 33 | Minutes

---

**Meeting date | time** 04/05/20 | 11:00 | **Meeting location** Google Hangouts

Meeting called by      Whole Team  
Type of meeting        Weekly Scheduled  
Facilitator              Oliver Still  
Note taker              James Gardner  
Timekeeper             James Gardner

## Attendees

Daniel Bishop (dmb537)  
Oliver Clarke (odjc500)  
James Gardner (jadg502)  
Stijn Marynissen (sm2174)  
Che McKirgan (cwjm501)  
Cameron Smith (cs1869)  
Oliver Still (os705)  
Eric Walker (ew1150)

## AGENDA TOPICS

---

**Time allotted | 10 | Agenda Topic** Discuss Previous Meetings Actions |

**Discussion:** To address any actions from the previous meeting and check all tasks are progressing on track. Address any issues that have arisen over the week.

---

**Time allotted | 5 | Agenda topic** End of Project | **Presenter** Oliver Still

**Discussion:** Exactly one month until handin. Left to hand is presentation (1st June), finance summary, html tour, individual reports and tutorpoint project (4th June)

This is the final stretch!

No more major changes that break functionality! Going to spend the final few weeks including minor features and simple refactoring and testing and finishing off the final user stories.

Make sure unit testing has been done for everything.

---

**Time allotted | 5 | Agenda topic** Iteration Testing | **Presenter** Oliver Still

**Discussion:** Iteration 5 is now done and integrating all the modules into the stream window was successful. Program is much more speedy now. Testing needs to be completed by tomorrow.

The multiview section of the stream window has been put on the backburner as it was proving difficult. This will be looked out over the next few weeks to see if there is a simple solution.

#	Action items	Person responsible	Deadline
1	Test iteration 5	Eric	05/05

---

**Time allotted** | *Time* | **Agenda topic** *Iteration 6* | **Presenter** *Oliver Still*

**Discussion:**

032 - Dynamic Home Screen

James, Oli Still

85%

027 - User Stream Select

James, Stijn

80%

025 - Webcam Streaming to Server

Che

30%

Dan - Stability work / program refactoring.

Stijn - Continue with JavaFX Designs.

Cameron - Continue with HTML.

Oli Clarke - Financial Report III & Financial Summary.

#	Action items	Person responsible	Deadline
2	Stability Work / Program Refactoring / GitHub Issues	Dan	14/05
3	Continue with JavaFX Designs	Stijn	14/05
4	Continue with HTML	Cameron	14/05
5	Financial Report III & Financial Summary	Oli Clarke	14/05
6	Fill out TODO's with New test classes for every class and method.	All	14/05

---

**Time allotted** | *Time* | **Agenda topic** *Financial Report and Presentation* | **Presenter** *Oliver Clarke*

**Discussion:** Presentation should be like a Dragons Den pitch

Quick intro and then straight to the product

Show off the main features and demo the products

Then go into the market/target audience

How we will deal with security

Then what has Tony got from investment and what we would need / we could do in the future with more money

(Not only selling product but the company and how good we are at delivering on their investments)

---

**Time allotted** | *Time* | **Agenda topic** *QA Metrics and Other* | **Presenter** *Oliver Still*

**Discussion:** Financial report is complete and summary is due in week 6. QA Metrics need completing.

#	Action items	Person responsible	Deadline
7	QA Metrics	All	1/05

Extra Notes: