

Agenda for Meeting 23

Google Team Meeting - 30/03/2020

1. Preliminary Notes

PLEASE LOG ALL HOURS PRIOR TO MEETING - ANY HOURS NOT LOGGED MAY NOT BE COUNTED.

<https://clockify.me/tracker>

IF REQUIRED, DETAIL ANY WORK IN THE PROJECT LOGS DOCUMENT.

https://drive.google.com/open?id=1UoxLxdoGk54coTCkKp6ua9c_hubeAf0A97k5pXFMSyQ

Please make sure you log your entries with the correct iteration number:

'Iteration 3' Mon - Wed.

'Iteration 4' Thurs - Sun.

2. Meeting Agenda

Changes to Module Specification:

QA Manual Updates (12:00 Monday, Week 1)

Already sent off.

Demonstration and Sales Presentation (11:00 Monday, Week 8)

Ideas for starting to draft the presentation structure.

How have people been affected in other modules?

TutorPoint Project - End of Iteration 3:

How are people finding remote working?

Development:

018 - Whiteboard Pens - 100%

019 - Whiteboard Shapes - 60%

032 - Dynamic Home Screen - 20%

Refactoring:

006 - View Account Details

007 - Update Account Details

010 - Create Presentation Object

015 - Change Presentation Slide

Overdue:

012 - Image Handler - 100%

017 - Mirror Whiteboard - 60%

029 - Talking in Text Chat - 45%

Need new user stories and Trello cards sorted for Iteration 4:

https://drive.google.com/open?id=1DgIkWTZo_N5ykVtheTqyYk9TcHjX5MrREprOItyfJQ

TutorPoint Project - Start of Iteration 4:

Next User Stories:

- 021 - Whiteboard Text, Cameron
- 022 - Whiteboard Access Control, Oli Still Che
- 023 - Presentation Sharing, Dan Eric
- 027 - User Stream Select, James Stijn
- 028 - Tutor Switch Presentation View

What previous user stories are likely to be overdue?

032, 029, 017

QA Metrics:

Report to Cameron or James any missing metric logs.

Contract:

SEND OFF 2/3PM

Other Deliverables:

HTML Tour

Financial Report III

Financial Summary Report

Demonstration and Sales Presentation

3. Closing Notes

LOG HOURS NOW - <https://clockify.me/tracker>

Have a good week! :)

Next meeting 14:00 - 15:00 Thursday 2nd April.