

Agenda for Meeting 29

Google Team Meeting - 20/04/2020

1. Preliminary Notes

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

<https://clockify.me/tracker>

DETAIL ANY WORK IN THE PROJECT LOGS DOCUMENT.

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

PLEASE LOG ALL QA METRICS.

<https://docs.google.com/spreadsheets/d/1lIM76qFcgyCj8EDZnL6VFgmbY-Z1y42ggKphVbs37eM/edit#gid=839283935>

2. Meeting Agenda

Not much to update from the last meeting due to the semi-assigned weekend off.

TutorPoint Project - Start of Iteration 5:

- 032 - Dynamic Home Screen
James, Stijn, Oli Still
- 023 - Presentation Sharing
Dan, Eric
- 027 - User Stream Select
James, Stijn
- 029 - Text Chat
Oli Clarke
- 024 - Presentation Video Sharing
Dan, Eric
- 025 - Webcam Streaming
Che
- 030 - Subject Profile List (Completed)
James

HTML:

Oli Still and Cameron will now work on the HTML
Oli Still will also be working on the CSS application design with Stijn.

QA Metrics:

Report to Cameron or James any missing metric logs.
Show current state of charts.

Other Deliverables:

- HTML Tour
- Financial Report III
- Financial Summary Report
- Demonstration and Sales Presentation

Testing

Does the whiteboard really need testing if we already know it's a buggy mess?

Hours

No limit in hours.

James, Stijn, Cameron and Oli S to stay after meeting to discuss HTML and application designs.

3. Closing Notes

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

Have a good week!

Next meeting 14:00 - 15:00 Thursday 23rd April.