Meeting Minutes

Meeting Title: Group Meeting Week 3

Date: 24/11/2024

Time: 20:00

Location: Online

Attendance

Members in attendance:

- Gavin Moore
- Ben Murphy
- Daniel Soden
- Fawaz Olatunji

Members absent:

- None

1. Call to Order

- The meeting was called to order by Daniel Soden at 20:00.

2. Approval of Agenda

- The agenda was reviewed and approved with the following topics:
  - Review requirements grid
  - Review business rules grid
  - Review use cases and wireframes to ensure consistency
  - Review the just in mind prototype

3. Agenda

3.1 Review requirements grid
- Discussion:
  - Discuss about the non-functional requirements decided on
- Decisions Made/Actions To Be Taken:
  - Edited and finalised the requirements grid

3.2 Review business rules grid
- Discussion:
  - Each come of with different business rules
- Decisions Made/Actions To Be Taken:
  - A final list for the business rules grid was proposed and agreed upon.

3.3 Review use cases and wireframes to ensure consistency
- Discussion:
  - Run through everyone's use case wireframes. Look out to ensure the logic is consistent between everyone's use cases
  - Discussed the relevance of each use case in relation to the entire system as a whole.
- Decisions Made/Actions To Be Taken:
  - Make any adjustments which we agreed upon

3.4 Review the just in mind prototype

- Discussion:
  - Ran through a demonstration of the prototype
  - Discussed the different use flows and if any more were needed
  - Thought of more features that could be added to the prototype
- Decisions Made/Actions To Be Taken:
  - Make adjustments to the layout
  - Add the additional features to the prototype

4. Open Forum

Selected a date and time for the next meeting
Review feedback we were given from Mary Davin
Efficiently work on week 4 deliverables by dividing the tasks between each of us.
Review all past work and make adjustments as needing for the final push

5. Next Meeting.

- Date: 1/12/2024
- Time: 20:00
- Location: Online

6. Adjournment

- The meeting was adjourned at 21:43.