# Minutes for CSC2058 Project: 25 Minutes Week commencing: 19/10/2020

# Date of this minute­­­­­: 22/10/2020

The following team members were present on Teams (if not Teams, indicate platform) when minutes were discussed:

|  |  |
| --- | --- |
| Name (printed/typed) | Signature (agreed bitmap or initials) |
| Daniel Mason | DM |
| Niamh McLarnon | NML |
| Craig Mulligan | CM |
| Michael Kennedy | MK |
| Omar Ahmed Hassan Abdelfattah Bashah | OB |
| Charlotte Bisp | CB |

Task Reporting (Briefly list the progress for each team member in the last week.\*)

Name (Daniel):

* Created 1st Draft Use Case Diagrams
* Started Code

Name (Niamh):

* Created 1st Draft Gantt Chart

Name (Craig):

* Read Project Requirements & informed group of deliverables

Name (Michael):

* Created 1st Draft of Class Diagram

Name (Omar):

* Read Project Requirements & looked at full module notes and recommended texts to date

Name (Charlotte):

* Organised team meeting

\*Printouts giving an overview of interim deliverables may be added as a supplement to these minutes.

Actions Planned (Briefly list the actions required of each team member for the next week.)

Name (Daniel):

* Review weeks deliverables from other team members & prepare feedback
* Develop Code

Name (Niamh):

* Review weeks deliverables from other team members & prepare feedback
* Create initial Use Case Descriptions deliverable

Name (Craig):

* Review weeks deliverables from other team members & prepare feedback
* Assist with code

Name (Michael):

* Review weeks deliverables from other team members & prepare feedback
* Continue to work on Class diagram

Name (Omar):

* Review weeks deliverables from other team members & prepare feedback
* Install IDE and learn Java code

Name (Charlotte):

* Review weeks deliverables from other team members & prepare feedback
* Assist with tasks