

Team Documentation (GulDukat)

(Ethan Wright, Zachary Fenton, Rachel Koenig, Daniel Harding)

Meeting #1: 9-27-2016

Start Time: @6:30PM

#	Category	Description	Owner	Date Assigned	Date Due
1	Planning	Started off the meeting by discussing a meeting schedule for our software project. Continued and assigned certain parts to each team member (#2-5 in the table).	All	9-27-2016	N/A
2	Design	Start to architecture summary.	Ethan W.	9-27-2016	9-29-2016
3	Design	Start to Develop the Implschedule.pdf.	Zachary F.	9-27-2016	9-29-2016
4	Design	Start to Develop the architecture.pdf and update the domain model.	Rachael K.	9-27-2016	9-29-2016
5	Design	Start to Develop the requirement use case tractability matrix.	Daniel H.	9-27-2016	9-29-2016

Notes: We ended up putting a due date of 9-29-2016 so that we would each have them mostly complete for our meeting on the 1st. In addition, we also discussed on meeting for our next meeting on 10-1-2016 at 9:00AM and it would last about two hours.

Stop time: @7:30PM

Meeting #2: 10-1-2016

Start Time: @9:00AM

#	Category	Description	Owner	Date Assigned	Date Due
1	Planning	We started the meeting off by answering any questions any team member had about their portion of the project. Questions were asked about portions of the use case tractability matrix. We spent some time figuring those out then continued to finish up the architecture design.	All	10-1-2016	N/A
2	Design	Finish Developing the System Requirements Specification.	Ethan W.	10-1-2016	10-2-2016
3	Design	Finish Developing the Requirements Elicitation.	Zachary F.	10-1-2016	10-2-2016
4	Design	Finish Developing the Domain Model.	Rachael K.	10-1-2016	10-2-2016
5	Design	Finish Developing the High-level Use Case Diagrams.	Daniel H.	10-1-2016	10-2-2016

Notes: We ended up putting a due date of 10-2-2016 so that we would give ourselves ample time to finish up prior to the due date of the 3rd. In addition, we also discussed on meeting again on Tuesday if it was an emergency.

Stop time: 11:00AM

Notes: We only had two meetings (1 hour on the first and two hours on the second) giving us a total of 3 hours spent on meetings.