**Management Documentation:**

Meeting 1:

Date & Time: Thursday 9th March 3:00PM

Present (2/4): Douglas and Momoko

Absent (2/4): Ryan (Off Sick) Nathan (Hasn’t contacted us back yet)

Topics: Data Management and Dictionary Files.

Notes: Decided to use a Binary Tree as the data structure for holding the dictionary’s words to work with the translator as well use a plain text dictionary file to read from.

Meeting 2:

Date & Time: Thursday 10th March 2:00PM

Present (3/4): Momoko, Ryan and Nathan.

Absent (1/4): Douglas (Needed to go to the hospital)

Topics: Task delegation and Data / Dictionary Management/ Catching up Nathan.

Notes: Decided on each other’s tasks and decided that we would use an online translator to translate the English to French.

Meeting 3:

Date & Time: Thursday 13th March 3:00PM

Present (4/4): Douglas, Momoko, Ryan and Nathan

Absent (0/4): None

Topics: Translation Methods.

Notes: Decided to use two Binary Trees and order them by each language as well as making the method for translating multiple words to a single word from French to English. Also talking about how the GUI would look and interact with the user.

Meeting 4:

Date & Time: Thursday 24th March 3:00PM

Present (4/4): Douglas, Momoko, Ryan and Nathan.

Absent (0/4): None

Topics: Researching Grammatical Rules and Discussing Timeframe.

Notes: Researched certain ways for translating English to French keeping grammar intact as well as made sure we had enough time to implement the minimum requirements as well.