CUSTOM STUDY PLAN GENERATOR
Meeting Minutes
<Sponsor Meeting>
Meeting No: <2>

MEETING DETAILS

DATE:	6 October 2015
VENUE:	Skype
ATTENDEES:	
	Dr Santha Sumanasekara, Barti Murugesan, Harrison Slater, Duane McMahon, Jennifer Dousset, Bret Thomas, Michael Baggott, Alistair Goulding
APOLOGIES:	
COPY TO:	All attendees

INFORMATION / DECISIONS

No.	ITEM
1	Items completed in sprint 1: Hosting, Project Charter, CAS signon, required documentation, progress on interface and algorithm
2	Santha to agree with team on tasks for each sprint, to be discussed in each sponsor meeting, team to prioritise tasks into top priority and nice to have
3	Project is to go live on completion, aim to complete the project by the end of the study period, Santha will handle RMIT hosting, team not to worry about deployment
4	CAS sign-on should be a single sign-on with Google login. Sign into cas with Google ID. If cannot be achieved by next sponsor meeting, will be parked and flagged as nice to have
5	The four courses are: Bachelor of Computer Science, Bachelor of Technology (Computing Studies), Bachelor of IT, Bachelor of Software Engineering (Only 4 year program). Scope currently limited to these 4 programs, but would be nice to cater for more courses.
6	Minors and Electives have NO prereqs, and may be completed anywhere. Courses with prereqs may be done in first year, but not first semester unless prereq is done or exempted.
7	Units have a preferred order, and by extension a preferred year. But not a set year.
8	There are units with multiple prereqs, but very few of them. Prereqs may differ by course, so these must be determined by stream/plan.
9	Future deliverables as agreed upon by Santha
10	Student plan does need to be editable, but no need to worry about catering for prereq or semester changes that would affect the plan, as this is rare, and a new plan could be started if required. Semesters do not change (very rare).
11	File format for final plan is open, as long as it can be uploaded to Google Docs. To be uploaded to selection officers Google Docs, and file permissions set to read/write for officer, and read for student
12	Santha to provide existing student plan template, although it is not recommended we use this as it is not very student friendly
13	Updates on current progress provided by all team members. 1. Algorithm currently functioning separate to UI, reading data from a flat file 2. Database designed and created on AWS. 9 tables, designed to be extensible and suitable for multiple programs. No nested tables exist in the database.

	3. Basic user interface templates completed. UI will be drag and drop, to be user friendly
	4. All features are at a basic level, will be tying some of these together in the next sprint, and attempting to iron out bugs
	5. Authentication for Google and CAS is progressing, and hosting for web and database has been set up.

ACTION ITEMS

No.	ITEM	WHO	BY
1.1	Upload project to web host	Duane/Michael	8/10/15
1.2	Do further exploration on CAS/Google single sign-on	Duane Harrison	13/10/15
1.3	Santha to provide data for futher courses	Santha	ASAP
1.4	Santha to provide existing student plan template	Santha	ASAP
1.5	Keep progressing with user interface	Michael Jennifer	16/10/15
1.6	Keep progressing with algorithm	Alistair Bret	16/10/15
1.7	Provide ERD for database and share it	Jen	8/10/15
1.8	Next sponsor meeting Tuesday 13th October (One Week) 7.00 AEST Daylight Saving Time	All attendees	13/10/15