

Software Engineering G6046

Team Number	5
Names of team members present	Whole team
Meeting format	Physical
Date and time	20/03/25, 15:00
Meeting co-ordinator	Whole team

1) Matters to note from last meeting

More bugs than expected were found during testing which has caused delays, combined with other modules workloads. UI was completed at the end of sprint 4.

2) Issues discussed at this meeting

- Delayed proposed week 9 deadline as won't hit this – close to finished but still room for improvements
- Bugs found
- Hard to show system testing

3) Decisions agreed at this meeting

- Create a YouTube channel to demonstrate system testing
- Push deadline back by a week – planned in at start so all happy to do so
- Create bug documentation for outstanding bugs
- Continue bug fixes

4) Date of next meeting

03/04/25, 15:00

END