## Code and Document repository

The main tool that will be used for storing the documents and the source code for the project will be the UgForge service provided by ECS. This tool include features which will enable the team to manage the project efficiently.

The main features of UgForge which will be used for this project are:

SVN sub-version system – this will be used to store the source code as well as documents as revisions during the development. SVN is very useful because, for example, the team can revert back to previous revisions of code if new code fail regression testing.

Gantt chart and tasks system – this enables the team to assign tasks to member(s), set tasks attributes such as how long it should take, set deadlines for each task and summarize all tasks in the form of a Gantt chart.

## Programming

The team will be using an integrated development environment (IDE) to program the solution. The programming language is Java and the IDE the team will be using is Eclipse. Using Eclipse has its useful points because it offers tools such as syntax highlighting, Content Assist, underlining syntax errors etc. to help the team write and debug code quicker.

All source code and other files associated with coding (such as icons, graphics etc.) will be stored at /src in UgForge.

## Documentation and Project Presentations/Demos

Below is a list of the documents which will be produced during the project with their format.

1. Project Plan – format: Microsoft Word .docx
2. Presentation – format: Microsoft Powerpoint(?), using the University template.
3. Final Report – format: Microsoft Word .docx
4. [more]

All the files for documentation and project presentations/demos will be stored at /doc in UgForge. The files which will be submitted for marking will be converted to the format that submission requires, for example .pdf.

## Team meetings

The team will meet once a week for an hour with the team supervisor Sassan Maleki to discuss progress of the project and each member's contribution to the project. In between the meetings with the supervisor, the team will have informal meetings to discuss problems, review other member's progress, make decisions etc. All meetings will be properly documented. All the minutes of each meeting will be stored at /doc/meetings in UgForge. In addition to recording the minutes of the meetings, each member will log their individual progress in their own log book – each entry will be dated and signed off by the team supervisor.