**481 Digital Pantry Meeting Notes**

**Meeting notes for 1/06/22**

Email Vajda today Meet with Vajda (as client) Tuesday

Chew on the requirements and add questions

- Use Github - I can set that up

- perhaps use Github issues rather than Trello since we're already using Github

- Use Firebase if we need a database

- Use React Native for the app development

- Shoot for after the 11am timeslot for the client meeting with Vajda

- Scrum meetings at 11am when aren't meeting with him

**Meeting Notes for 1/11/22**

Assignments for 481 Capstone Project: Digital Pantry:

1. SRS document individually, 20% of grade, due in two or three weeks -- done individually

2.\* review of teammates and self, one paragraph -- done individually

3. \*write documentation for project, updated SRS that is mixture of all our individual SRS, code documentation, user documentation, how to deploy -- done as a group

4. Presentation midterm, 25% of grade -- done as a group

5. Presentation final, 25% of grade -- done as a group

\* 2 and 3 have a combined weight of 30%

Each Tuesday, create and send the agenda for the meetings.

- Essentially a scrum meeting

- Track Minutes, keep track of goals and the reality of what has been done each week. (Accountability)

- Include who presented what ideas

- Post documents to GitHub (Including minutes)

- If we have remaining time, we \_can\_ ask about the project

Minutes:

11:00 > Meeting start.

11:00 – 11:15 (Future meeting discussion):

* Discuss future meeting layout (What we did and what we discussed with the client).
* We should have meetings at least once a week discussing the project.
* The meetings should be between business hours.
* We can have 1 on 1 meetings more often to help code functions.
* The meeting agenda should be stored on the GitHub.

11:15 – 11:30 (Class assignments discussion):

* We have 5 assignments. The first is an SRS. (20%)
* The second assignment is a review to know how the team is doing. Detailed and thorough. (About 1 paragraph about each team member).
* The third assignment is to write the whole documentation for the project which will contain an updated version of the SRS. We must sit together and join all our SRS documents into one. This will include code documentation, how to use, etc. (Team effort).
* The fourth assignment is the midterm presentation. (25%)
* The fifth assignment is the final presentation. (25%)

11:25 – 11:35 (Working with team discussion):

* Everyone should contribute fairly to each team assignment.
* Try to handle working with people without Dr. Vajda.
* Use each person’s skills to contribute to the project.
* If you cannot reason with someone, Dr. Vajda will.

11:35 – 12:00 (Questions with the client):

* What API should we use?

-You can use any API that you want to use that is free. You should not pay for an API.

* What android version should we develop for?

- Android 7.

* What apple version should we develop for?

- You can choose with the development version.